

What A Women Wants show
South Towne Expo Center- Exhibit Halls 1&2
9575 South State Street, Sandy
April 16-17 2010
Friday 10-8 & Saturday 10-6

Your BOOTH # _____

SETUP: Thursday from Noon until 8 p.m. Carry in only Friday 8:30a.m. -9:30a.m.
Please bring a dolly if you need one. Any questions, please call Marie Bowcut
801-703-6414...

PARKING: Park in the back of the exhibit hall so customers will have a place to park out front...it's FREE!

POWER: Call GES Services at 801-656-1944 for rates and to get your power hook up

INTERNET &PHONE LINE: Call South Towne Expo Center-565-4411

TICKETS: You will receive 50 **free** tickets with each 10x10 booth you purchase.
Distribute these before you come to the show to insure HIGH TRAFFIC volume. If each vendor passes out their tickets., we could have over 20,000 people! Vendors will have exhibitor passes for those working the booths. Pick them up at check in.

SELLING: Selling is permitted and encouraged at the show.! Utah State Tax Commission will be around before the show with your information. You must fill the form out and return it within 10 days to avoid a penalty.

MOVE IN: Exhibitors must man their booths at all show hours, we will not responsible for stolen items. All floors must be covered with carpeting, wood or foam and tables skirted. All material used in exhibits must be fire retardants. No **paper** banners. No straw bales. All accounts must be paid in full before move in. Early move out is prohibited. Carpet must be rolled up on isles before carts can roll out and exit the building.
There should be no hazardous material of any kind brought onto the premises of the South Towne expo center. Exhibits must meet safety and fire regulations. The Fire Marshall or authorized agent reserves the right to confiscate or demand removal of any exhibit materials not meeting regulations.

SECURITY:

- Media One will not be responsible for theft that may occur at the show.
- Use common sense to make sure your merchandise and equipment are protected.
- Cover and lock items on display after setup is complete.

- Lock-up or take home expensive items overnight.

OPENING: The doors for vendors will open at 8:30 a.m.

The show will open to the public at 10:00 a.m. on Friday and Saturday.

To get the most out of the two days stand up and talk with people! Your staff must remain within the 10x10 perimeters of your booth. **3** people is the maximum per 10x10 space. Microphones must be low as not to disturb your neighbors.

Independent Business Owners: Please promote your products and after the sell make an appointment to get to know your customer better! It gets overwhelming for customers when everyone wants them to join in their business at the show.

DRAWINGS: We will be making hourly announcements of winners. Please have what you would like to give away **written on a business card along with what time and day you would like to have it given** away and your booth #. You can drop your cards off when you check in at the information booth. At the end of the day, what is not claimed will be returned to you to call and let them know what they have won!

FOOD ITEMS: There is a policy from Utah Food Services of no water bottles or food larger than one ounce to be passed out unless the item is purchased from them. If you have a food item, a fee will need to be paid the Utah Food Services. Individually wrapped candy of 1 oz or less is acceptable. Any questions, please call Todd at 801-347-4703

MEALS: The concession stand will be open for food or drink purchases during the show. Try the Citrus Chicken Salad!

BALLOONS: There are to be no balloons allowed at the South Towne Expo Center.

ALCOHOL: No selling or drinking alcohol of any kind is allowed on the South Towne Expo Center premises.

TEAR DOWN: is Saturday night after the show closes. Please don't take down early. It looks unprofessional and you never know the best customer might be there at the end of the show!

Places to stay close to the expo center:

Days Inn
7251 South 300 West
Midvale, Utah

801-566-6677
801-329-7466

Hampton Inn
10600 South & I-15
Sandy, Utah

801-571-0800
801-426-7866