



SUNDAY
OCTOBER
27 | **1-4 P.M.**
OPEN
TO THE
PUBLIC

Exhibitor and Advertiser Contract page 1 of 3

Sunday, October 27, 2019, 1-4 p.m.

Register online to exhibit or advertise:

www.jccoc.org/special-events/celebrations-expo/

Date _____ Contact name _____ Email _____

Company _____ Website _____

Address _____

City _____ State _____ Zip _____

Office phone _____ Cell phone _____ Fax _____

Note to Exhibitors: Please register early to secure your space. Space is limited for each category.

Exhibitor Opportunities

Space type	Dimensions	Early Bird rate* (by 9/20/19)	Regular rate (after 9/20/19)
Single	8'x10'	\$395	\$475
Double (limited space)	8'x20'	\$700	\$850

Single spaces include a 6' table with black tablecloth and 2 chairs (2 tables and 2 chairs for a double space).

*Each space includes a ONE listing with a link to your website, business description, company logo and one photograph for our Exhibitor Directory.

An additional website listing under a second category costs \$75 per listing.

Displays must look professional. Nothing shall be hung directly on venue walls. You must furnish your own displays and set-up materials.

Additional fee (Optional)

Electricity - \$30 per single space or \$50 per double space.

Exhibitors must provide their own extension cords.

Program ads (optional)*

Full page B&W	\$325	(4.5w x 7.5h)	*Please provide a black and white, high resolution, PDF or JPG to specialevents@jccoc.org by 9/27/2019.
Half page	\$175	(4.5w x 3.625h)	
Quarter page	\$100	(2.125w x 3.625h)	

Door Prizes & Samples

All exhibitors are asked to donate one door prize valued at \$50 or more. Please indicate on the registration form what you plan on donating and its value. Thanks for helping the Merage JCC have a successful event and giving us an opportunity to highlight your business during the Expo!

Caterers may provide food samples at their exhibit. Please note that any food samples *must be dairy or vegetarian (no meat or shellfish products)*.





Please select a category for your listing:

- Catering
- Custom printer
 - Calligraphy
 - Printables/wearables
 - Invitations
- Décor
 - Rentals
 - Florist
 - Linen
 - Props
 - Balloons
- Other _____
- DJs & live entertainment
 - Band
 - DJ
 - Live performer
 - Other _____
- Event planning
 - Event planners
 - Event software
- Fashion & accessories
 - Clothing
 - Hair/Make-up
 - Jewelry
 - Hats
- Judaica
- Party favors
- Photographer
- Specialty entertainment
 - Caricature
 - Photo booth
 - Tattoo
 - Other _____
- Transportation
- Travel/Honeymoon
- Venue
- Videographer

Payment information:

TOTAL DUE: \$ _____

Exhibitor: *by 9/20/2019* *after 9/20/2019*

Single \$395 \$475

Double \$700 \$850

\$ _____ Electricity @ \$30 per single space

\$ _____ Electricity @ \$50 per double space

Specify your power requirements: _____

\$ _____ Additional website listing @ \$75 per listing

Specify second category: _____

Program Guide ad*:

____ Full page @ \$325

____ 1/2 page @ \$175

____ 1/4 page @ \$100

*Please provide a black and white, high resolution PDF or JPG to specialevents@jccoc.org by 9/20/2019.

► **Door Prize donation description:** _____

Value: \$ _____

Catering samples description: _____

METHOD OF PAYMENT:

Check or credit card payment is due with your completed application. ► **Please submit a proof of insurance form with your registration form.**

Credit card authorization Date: _____

Check (payable to JCCOC)

Credit card: VISA MC AMEX

Name on card: _____

Card no. _____

Exp. date: _____ Sec. code: _____

Authorized signature: _____

Please return completed form with payment to:

Celebrations Expo 2019

Merage JCC, 1 Federation Way, Suite 200, Irvine, CA 92603

or email: specialevents@jccoc.org



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(949) 435-3400 ext. 306 • specialevents@jccoc.org • www.jccoc.org

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Refunds and credits are not given for exhibitor cancellations.

Electrical Service:

Electricity is available at \$30 per single space or \$50 per double space. Outlets will be provided. Exhibitors are required to provide their own cords. We try to accommodate power needs for anyone who requests it, however it is on a first come, first serve basis.

Arrival, Parking, Admission & Departure

Vendor load-in on Expo day will be from 9 a.m.-12 p.m. **All vendors must be set up by 12:30 p.m.** All products need to be brought in through the side doors of the venue. Carts will be available upon request, first come first serve. All personal carts should be stored in your vehicles.

The Celebrations Expo is scheduled to end at 4 p.m. Please keep all booths open until 4 p.m. to accommodate last minute arrivals. All exhibitors are expected to stay until 4 p.m. If you leave before 4 p.m., you may not be asked to participate in future Expos.

Additional details will be sent to you after the application is received and approved.

Exhibitor Locations:

All exhibitor spaces are located in the Isidore C. & Penny W. Myers Theatre at the Merage JCC. The committee reserves the right to determine your space location based on the overall set-up of the event and on a first come-first serve basis by category; availability cannot be guaranteed. Please return your application and payment as soon as possible to ensure your business's participation. No space reservation will be considered without full payment. Your participation will be confirmed upon receipt.

Indemnification:

The independent contractor (IC) shall indemnify and hold harmless the JCC, its agents and employees from claims, demands, causes of actions and liabilities of every kind and nature whatsoever arising out of or in connection with IC's services performed under this Agreement. This indemnification shall extend to claims occurring after this Agreement is terminated as well as while it is in force. The indemnity shall apply regardless of any active and/or passive negligent act or omission of JCC, or its agents or employees, but IC shall not be obligated to indemnify any party for claims arising from the sole negligence or willful misconduct of JCC, its agents or employees or caused solely by the actions performed by such parties. The indemnity set forth in this section shall not be limited by insurance requirements or by any other provision of this agreement.



Insurance:

Proof of insurance is required to be an exhibitor at the Celebrations Expo. Call the Merage JCC at (949) 435-3400 ext. 306 if you have any questions.

Background investigation:

The JCC may obtain public records about IC as part of a background investigation.

Independent contractor:

The independent contractor, by signing this agreement, states his or her understanding that he or she is not an employee of the JCC, and so is not covered by the JCC's unemployment insurance, workers compensation policy, and is not entitled to any benefits provided by the JCC to its employees. If assistants are hired, they are to be employees of the independent contractor. The method and manner of performance is the responsibility of the independent contractor. No FICA or Federal or State Withholding tax will be withheld or paid by the JCC on behalf of the independent contractor. The independent contractor is responsible for paying all self-employment and income taxes on the amounts received from the JCC. The JCC will file a 1099 with the IRS as required by law. The independent contractor will comply with all tax requirements. The independent contractor is responsible for providing workers compensation insurance for self and for anyone the independent contractor hires to perform services at the JCC. A certificate of workers compensation insurance will be provided by the independent contractor to the JCC.

For Contractor:

Signature

Title

Date

For JCC:

Signature

Title

Date



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