



Presented by Alta View Wellness Center

October 7 and 8, 2017, 10am–6pm Saturday 10am -5 pm Sunday

**Location: Zembo Shrine 2801 North Third (3rd and Division St.)
Harrisburg, PA**

**Event Mission Statement
To promote Wellness as a way of life**

To showcase wellness modalities and practitioners, in an effort to educate and enhance the well-being of all participants. To encourage the general public to seek alternative modalities to prevent illness.

Commitment to Community

We showcase several local nonprofit wellness organizations. These organizations are focused on wellness as a way of life, and will be providing educational materials to reinforce their mission. We include local non for profits whose mission is the promotion of Wellness and Wellbeing. We host a blood drive to support our local blood bank.

Vendor Space - Two Large Vendor Halls. (Auditorium and Tile Room)

What is Included in the booth fee:

- Name Tag and Booth Identification. All vendors are required to wear provided nametags at all times. A # sign will be placed on each booth for identification and must be displayed at all times.
- Each Vendor Space, regardless of size, will consist of one 8-foot table and 2 chairs.
- No tablecloths are provided. Some booths will be separated by pipe and drape.
- Center row booths back up to each other and will be separated by pipe and drape.
- Two (2) **free** admissions and badges are included for all booths, all others are required to pay the \$7.00 admission fee.
See the attached Event maps for the room lay outs.
Electric is available, please specify if you need electricity, there is a **\$25.00 charge.**

Booth Fee/Refund policy

Important price and payment information please **Read Carefully:**

Fee for 10X8 booth is \$300.00 * Booth Share is \$185 each vendor
Fee for 15X8 booth is \$500.00 * Booth Share is \$275 each vendor

Booth payment plan for your convenience is as follows:

You can choose any of the following options

~Pay in full with registration \$300 or \$500.

~Pay over a seven month period from 1-15-2017 to 7-15-2017 Divide into thirds. (eg. \$100 per payment)

First payment due: 1-15-2017

Second payment due: 4-15-2017

Third payment due: 7-15-2017

Note if you are beginning to make payments after the second payment date, you are to pay $\frac{1}{2}$ of the total due. Balance will be due 7-15-2017

If you are beginning to make payments after the third payment date, you are to pay $\frac{3}{4}$ of the total. Balance will be due by 9-15-2017

REFUNDS:

\$50.00 Deposit/process fee is **non-refundable**.

After 4-15-2017 Payment less \$175.00 10x8, or less \$200 15X8

After 6-15-2017 Payment less \$250.00 10x8, or less \$250 15X8

After 8-15-2017 **NO REFUND, NO EXCEPTIONS**

Booth Set up:

- Set up is Friday October 6th from 1pm to 7pm, and Saturday October 7 from 8 am to 9 am. Unload at the handicapped entrance on the upper floor.
- Your space must be ready to show by 9:15am Saturday. **NO EXCEPTIONS**
- **All Vendors are asked to park in the Third St. lot on the day of the Event, once they have completely unloaded.**

Booth clean up:

- Booth clean up begins at 5pm on Sunday October 8, **NOT BEFORE**
- You are required to remain open until 5pm.
- Anyone leaving the event prior to this time will not be invited to return next year.

Additional Event Policies

- Anyone selling any items for purchase please note: Only new items are to be sold no used or yard sale items will be accepted for sale at this event. We reserve the right to ask you to remove any non-approved items. Only items that are listed on your contract will be allowed to be sold.
- All booths must be attended at all times. Your booth is your responsibility. Alta View Wellness and its representatives, Zembo Shrine, and its representatives are **NOT** responsible for any sort of loss or damage of any items during this Event.

- No pets are allowed with the exceptions of Service Dogs.
- No smoking is allowed on the premises inside or outside. This is required by ordinances.
- No open flames, no candles, mandated by ordinances.
- **Saturday morning at 9:30 we will gather in the center hall to have brief prayer of intention. You are invited to be a part of the circle and to meld in the collective vibrational energy of the group. Sage may be used.**
- All Spirit of Oneness Vendors are viewed as a part of a Wellness Team. If at any point during the Expo, the Team concept is ignored by a vendor, they will be asked to leave the Expo. Our collective energy is the foundation of the experience for the attendees as well as ourselves. No Ego driven behavior will be tolerated.

Workshop Presentation:

We will be offering FREE workshops during the entire event. Workshops are intended to spark interest and thought. Experiential opportunities are well received by our attendees. As vendors you are welcome to submit a Proposal for a possible offering, which will showcase your particular specialty as well as personally promote your business to the audience in attendance. In order to be considered for this opportunity, please complete the Proposal section of the contract. You will be notified if you are chosen to participate in this aspect of the Event. If you are invited to be a part of these offerings you agree to have your booth attended to during your absence. NO FEE IS CHARGED TO YOU TO PARTICIPATE IN THIS AND NO FEE IS CHARGED TO THE PARTICIPANTS

If you have any questions or concerns regarding the event, please feel free to call Sharon Muzio at 717-221-0133 or email at avwc@comcast.net.