



Whole Children, Whole Planet Expo 2010
 April 24, 2010 • Highland Hall Waldorf School
 Northridge • California

Exhibitor Registration Form

Step 1: Exhibitor Information				
Company Name:			Non-Profit ID #	
Contact:		Website:		
Phone #	Fax #	Email:		
Address:		City:	State:	Zip Code:
Step 2: Exhibitor Booth Details				
Name of Exhibit Coordinator (Day of Show)		<input type="checkbox"/> Yes we will be sampling, and/or selling food Please see Terms and Conditions #9 regarding permits		
Cell phone #:		Our Exhibit sign should read (maximum 40 spaces)		
Email:		<input type="checkbox"/> We need electricity • List type of equipment you will be using and approx. watts:		
Step 3: Exhibitor Booth Selection and Prices			Corner booth add \$150	
Each 10' x 10' booth includes: depending on location - a canopy festival tent, or a pipe & draped/outlined area with 1 table/2 chairs				
	Standard booth rate	Non-profit rate		
Before November 15, 2009	\$1,200	\$850		
After November 16, 2009	\$1,400	\$1,000		
Half booth rate 10' wide x 5' deep is based on the regular booth price above - divided by two, plus \$150 For Information About Sponsorship Opportunities Please Contact Us Directly				
Step 4: Description and Price Calculations			Qty	Amount
1. Booth rental space (from Step 3 above)				
2. Corner booth preference @ \$150 (Not available for non-profit)				
3. Feature Giveaway @ \$500 - After Nov/\$800				
4. Electricity - 20amp circuit (up to 2400 watts) @ \$125				
5. Food permits - See Terms and Conditions #9 @ <input type="checkbox"/> \$75 <input type="checkbox"/> \$125 <input type="checkbox"/> \$225				
6. Extras: Chair @ \$10 each/draped 6' Table @ \$70 each/plain 6' table @ \$45				
7. Please calculate your storage warehouse fees @ \$5 per cu ft			cu ft	
Step 5: Payment Options - Select Method				Total
<input type="checkbox"/> Paypal (online) <input type="checkbox"/> Credit Card (online) <input type="checkbox"/> Check Checks payable to: Whole Children, Whole Planet - Mail: P.O. Box 1029-198, Van Nuys, CA 91408 50% deposit required with signed contract & ERF to secure your booth • Balance due by March 1, 2010 Credit Card information is required even if booth payment is made by other method. Warehouse storage fees - please calculate @ \$5 per cu ft Credit Card # _____ Exp _____ Security Code _____ Billing Address _____ City _____ State _____ Zip _____ Print Cardholder Name _____ Signature _____				

Rain or Shine • No Refunds • Please fax all documents to 818-989-0445 or 818-781-8989



The Whole Children, Whole Planet Expo 2010 will be held at Highland Hall Waldorf School ("The Facility"), located at 17100 Superior Street, Northridge California
April 24, 2010 – Saturday 9:30am-6pm.

Three easy steps to registration:

- Please read the following Exhibitor Contract
- Download and complete the Contract and ERF, be sure to agree to the Terms and Conditions
- Fax the ERF and the signature page only of the contract to (818) 781-8989 or (818) 989-0445; or mail forms and 50% deposit (checks payable) to: *Whole Children, Whole Planet*, P.O. Box 1029-198, Van Nuys, CA 91408

Each 10' x 10' booth includes, depending on the location, either a pipe and draped/outlined area, or a festival pop-up tent:

- One table and two chairs
- An identification sign with your company name and booth number
- Your organization's name listed as an exhibitor on the *WCWP* web site

Please note:

- Indoor/Outdoor Venue – Rain or Shine – No Refunds
- Electricity, extra tables and chairs, wastebasket, carpeting and booth cleaning are NOT included in the exhibit fee and may be purchased separately – Please see ERF
- There will no telephone or wireless internet service available
- Retail selling and food vendors – special permits are necessary (See Terms and Conditions #9 and #10)
- Additional Freight and Moving Cost – Please help reduce your carbon footprint by only shipping small quantities of merchandise this year.

Warehouse Fees:

Warehouse storage fees are calculated at \$5 per cubic feet and are due and payable to *WCWP* prior to set up on April 23, 2010.

Return shipments:

Return shipment logistics should be coordinated prior to the show through a carrier of your choice, or through Dan Nelles with Rockin Boxes. Dan can be reached at – dan@rockinbox.com 818-994-0052.

No product will be allowed to remain on the school property for future pick up after April 24, 2010. Everything must be removed that night. *WCWP* or "The Facility" are not responsible for your return shipments, or liable for your property.

If you require further assistance please contact the show office.

Contract Terms and Conditions

1. Exhibitor Eligibility: To be eligible to participate, exhibitors must meet one or more of the following criteria in alignment with the *WCWP* guidelines and philosophy: (a) Produce or sell natural health and/or environmentally friendly products at the manufacturer, distributor, or retail level – personal care, food, beverage, cleaning, household, garden, building, etc (b) Offer enrichment learning programs (c) Non-profit/for profit organizations offering information, and educational services to families (d) Support holistic medicine practices or (e) Provide sustainable living practices education, or services (f) Supply other products/services/destinations in keeping with the Expo guidelines. Accepted products and services include only those without chemicals, synthetic preservatives, pesticides, herbicides, coloring dyes (food or cosmetic), refined sugar, artificial sweeteners or flavorings, or items that may produce toxic off gassing, etc. There may be other possible restrictions, or conflicting principles

not listed on this page. *WCWP* Expo reserves the right to reject applications that, in the sole opinion of the organizers, are not in alignment with the overall Expo philosophy (outlined on our website – www.wcwpexpo.com.)

2. Exhibitor Fee and Payment: The total rental fee for Exhibitor's booth space shall be as set forth on the "Exhibitor Registration Form" (ERF). Exhibitor must return the completed ERF accompanied by a fifty percent (50%) deposit to secure booth space. The remaining balance of the booth fee must be paid in full by March 1, 2010; failure to receive payment by this deadline will result in the Exhibitor's credit card being automatically charged the remaining balance (see ERF for details). For additional exhibit orders placed after March 1, 2010, the booth fee is due in full at the time of order. The ERF must accompany all deposits or payments with the acceptance of terms and conditions box checked.

Additional expenses incurred (e.g. storage, clean up fee, labor assistance, extra electrical needs, etc.) on site, at the *WCWP Expo* will be invoiced accordingly and charged to Exhibitors credit card, unless otherwise agreed upon in writing prior to show dates.

3. Booth assignment: Exhibitor space location and availability are determined on a "First Come/First Served" basis. Whenever possible, booth assignments will be made with the exhibitor's preference. However, *WCWP* organizers reserve the right to re-arrange the floor plan and /or relocate booth space prior to *WCWP* if deemed necessary in the best interest of the event. No refunds or discounts will be granted for relocated booths.

4. Cancellation of Expo: In the event the expo is cancelled because of reasons beyond the control of *WCWP*, deposits will be returned to exhibitors after deducting all related expenses incurred by the *WCWP Expo* through the date of cancellation, have been paid. However, Exhibitors will not be reimbursed if the exposition is cancelled, postponed, curtailed or abandoned due to an act of war, insurrection, terrorism, radioactive contamination, seepage, pollution and/or contamination. This non-reimbursement clause is due to *WCWP Expo's* exclusions in coverage in its cancellation insurance.

5. Force Majeure: If "The Facility" or any part of the exhibit area thereof is unavailable whether for the entire event, or a portion of the event, as a result of fire, flood, tempest or any other such cause or as a result of governmental intervention, malicious damage, acts of war, strike, terrorism, lock-out, labor dispute, riot or any other cause or agency over which *WCWP Expo* has no control, or should *WCWP Expo* decide that because of any such cause it is necessary to cancel, postpone, or re-site the Exhibit, or reduce the installation time, exhibit time, or move-out time, *WCWP Expo* shall not be liable to indemnify or reimburse the exhibitor in respect of any damage or loss, direct or indirect, arising as a result thereof.

6. Exhibitor Cancellation: In the event an exhibitor cancels their booth prior to February 1, 2010, *WCWP* will retain 50% of total exhibitor payments. Because of extensive *WCWP* financial commitments (based on exhibitor participation,) if an exhibitor cancels booth space February 2, 2010, or after, *WCWP* is entitled to retain 100% of the exhibitor's total contract obligation. No refunds will be made, and exhibitor is responsible for the total balance of the booth agreement as outlined in the payment schedule. If all exhibit fees are not paid by March 1, 2010, *WCWP* may terminate this contract and retain all fees paid by the exhibitor.

7. Use of Space: Exhibitor agrees to use the booth space in accordance with venue rules, regulations and philosophy during the *WCWP Expo* for the sole purpose of selling, displaying, advertising, marketing or distributing only the products and services specifically listed by Exhibitor in the ERF. Exhibitor's advertisers, media partners, affiliates, or other third parties that may be directly or indirectly affiliated with, or in any way related to Exhibitor, may not participate without the prior written consent of the *WCWP*

organizers. Further, Exhibitor shall not assign, sublet, lease, license or otherwise share booth space without the prior written permission of *WCWP*. Any violation of this paragraph will result in forfeiture and cancellation of all rights of Exhibitor under this Agreement, and additional charges may be incurred.

Booths and/or display structures must be in strict compliance with the specific dimensions and restrictions of the booth space purchased. Equipment displays and structures shall not extend into aisles or obstruct pedestrian traffic or visibility of adjacent booths. Display material exposing an unfinished surface to a neighboring booth is not permitted and must be finished at the Exhibitor's expense. *WCWP* may also restrict or prohibit with or without cause, any exhibit, person, or booth space in its entirety, or partially, that may alter or detract from the general character of *WCWP* as a whole. In the event of any such objection, restriction or prohibition, or eviction, *WCWP* shall not be liable to, or responsible for any losses, damages or expenses directly or indirectly incurred by Exhibitor.

8. Exhibitor's Responsibilities: Exhibitor shall comply with each and every term of this contract, as well as applicable rules, regulations, guidelines, by-laws, ordinances, or regulation of any town, city, state, administrative, regulatory or governing body. Exhibitor acknowledges that the *WCWP* organizers shall make the final decision with regard to implementation and/or enforcement. Exhibitor is responsible for payment of labor, equipment and services (other than general heat, lighting and air conditioning) ordered at the request of the Exhibitor from service contractors including but not limited to electricians, decorators, shippers, material handling companies and photographers. Exhibitor specifically agrees to observe all labor relation agreements between *WCWP* organizers/producers and third party contractors serving "*The Facility*" and companies operating in "*The Facility*". Exhibitor shall at all times observe the labor laws of the jurisdiction in which the *WCWP Expo* is located.

All electrical wiring on booths and equipment must conform to federal, state, municipal and any other applicable codes or laws. Exhibitor will comply with rules and regulations set forth by *WCWP* contracted electricians. Only contractors approved by *WCWP* will be permitted to work in "*The Facility*".

9. Food Permits/Certificates: If you will be distributing edible samples or selling food from your booth, a certificate issued by the Los Angeles Department of Health is required. The cost for the certificate is as follows: \$75 – food sampling only; \$125.00 – sampling and/or selling packaged foods (NOT heat or cold sensitive); or \$225.00 – selling prepared food, heat and cold sensitive. Appropriate applications must be completed by the exhibitor and submitted to show management by March 1, 2010. Show management will coordinate the collection and submission of all applications. Certificate applications and food distribution guidelines will be sent to exhibitors in January of 2010. IMPORTANT NOTE: Only electrical heating devices may be used for preparing samples/foods. The use of propane, butane or any open flame is prohibited.

10. Sellers License: If you are not a Los Angeles based retailer and will be selling general merchandise from your booth, including food, a special temporary retail license is required from the City of Los Angeles. This will be the exhibitor's responsibility. Sellers should have a copy of the permit at the event in case a city representative asks to see it. There is no fee for the license.

11. Set Up: Set up will take place on April 23, 2010 after 6:00pm. NO exhibitors will be allowed on the school campus before this time. Further instructions will be given by March 1, 2010. Alternative set-up times will only be available with prior written agreement from *WCWP*.

12. Dismantling: Exhibit teardown and move out commences at

6:00pm on Saturday 24, 2010. Exhibitors are responsible for completely removing ALL materials from their booth space by 10:00pm. Exhibitors who do not clean up and remove their booth materials at the end of the show will be billed. The non-prorated fee is \$35/hour, with a minimum of one hour at commencement of cleanup and removal. Said booth materials can be, but are not limited to, packing or shipping boxes, papers, garbage, promotional materials, etc.

13. During Show Hours: Exhibit booths must be manned during all show hours. No early move in or tear down will be permitted. Exhibitors who do not comply with these provisions will be subject to removal from the *WCWP* show management's sole discretion, with no refund of booth fees. All booth staff must have an official *Expo* identification badge or wristband. Number of badges/wristbands received is contingent upon level of participation. Booth furnishings rented (i.e. tables, chairs, etc.) will be delivered to and recovered from Exhibit booths by the show exhibit services company/decorator, at no additional cost to Exhibitor.

14. Limit of Liability: Exhibitor agrees to pay promptly for any and all damage to "*The Facility*", or its equipment, incurred through carelessness or otherwise, caused by the Exhibitor, his/her/its employees, agents, contractors, and representatives. Exhibitor acknowledges that neither the *WCWP Expo* nor "*The Facility*" assumes any responsibility for damage, destruction, theft or loss of Exhibitor's property. Accordingly, it is the sole responsibility of the Exhibitor to obtain fire, theft, liability, business interruption, property damage and/or other insurance covering such and other losses. *WCWP* will provide 24-hour security services of the property, however, you are encouraged to secure small and valuable exhibit material on Friday night. It is expressly understood by Exhibitor that neither the *WCWP* organizers, "*The Facility*" nor its employees, agents, or representatives shall be responsible for, or otherwise liable for damage or injury to Exhibitor, including Exhibitor's guests, invitees or agents person, business or property as a result of robbery, fire, water, accident or any other cause whatsoever. Should loss occur, Exhibitor is encouraged to report it immediately to attendant security.

If the Exhibitor's exhibit material or personnel fail to arrive, Exhibitor is nevertheless responsible for the Booth Fee, and no refund shall be given. Exhibitor expressly holds the *WCWP Expo* and "*The Facility*" harmless and hereby releases both parties from any and all claims and actions, including without limitation, claims and actions arising out of the postponement or cancellation of the *WCWP Expo*.

Notwithstanding the foregoing, in the event this contract or any of these terms of this contract are not enforceable by a court of competent jurisdiction, Exhibitor hereby expressly agrees the maximum liability of the *WCWP Expo* and "*The Facility*" arising out of any tort, contract, legal or equitable claim or cause of action whether cumulative or singular, joint or severally, shall be limited to Exhibitor's Booth Fee paid to *WCWP* for the booth space.

15. Indemnity and Insurance: Exhibitor will protect, indemnify, defend, save and hold harmless *WCWP* and "*The Facility*" and its parents, affiliates, agents, officers, and employees against all claims, liabilities, losses, damages, governmental charges, and costs (including attorneys' fees and court costs) arising out of, caused by, or related to (1) Exhibitor's participation in the *WCWP Expo* or Exhibitor's installation, removal, maintenance, occupancy, or use of "*The Facility*" or any part thereof; (2) any act or omission to act of Exhibitor or its guests, invitees, employees, agents, or contractors; (3) the use of any patents, trademarks, copyrights, or other intellectual property rights owned by a third party; or (4) any breach by Exhibitor or *WCWP* of its obligation under this Agreement. Exhibitor will protect, indemnify, defend, and save "*The Facility*" and the host city for the Exposition, including its affiliates, divisions and employees and agents, harmless against all claims, losses, and

damages to persons and property, governmental charges and fines and attorneys' fees arising out of or caused by Exhibitor's negligence, recklessness, or intentional misconduct during the installation, removal, maintenance, occupancy or use of "The Facility" or any part thereof, excluding any such liability caused by the negligence, recklessness, or intentional misconduct of "The Facility" and the host city, or its divisions, employees or agents.

Exhibitor will maintain a policy of commercial general liability insurance including coverage for bodily injury and death, completed operations, personal injury liability and product liability coverage, with limits of at least \$1,000,000.00 per occurrence, listing the *WCWP Expo*, "The Facility" and their respective parents, partners, affiliates, subsidiaries, divisions, employees, agents and representatives as "additional insured" as respects the operations of Exhibitor or Exhibitor's contractors. Proof of this policy must be faxed or emailed to *WCWP* by March 1, 2010.

16. Amendment of Rules: This agreement may only be amended in writing issued by *WCWP Expo*. In the event an amendment needs to be written to this agreement due to relations with third party contractors, the Exhibitor will receive written notification via email. *WCWP* reserves the right to make changes, amendments and additions to these rules at any time and all changes, amendments and additions so made shall be binding on the exhibitor with the provision that all exhibitors will be advised of any such changes. Any matters not specifically covered herein are subject to decision by the *WCWP* organizers.

17. Miscellaneous: The location is an indoor/outdoor venue. The *WCWP Expo 2010* will take place rain or shine and no refunds will be given.

These items and any rules and regulations of *WCWP* or "The Facility" constitute the entire agreement between Exhibitor and the *WCWP Expo*, and such Agreement may not be modified except in writing signed by the parties hereto. If any provision is invalid or unenforceable under applicable law, it is to that extent deemed omitted and the remaining provisions will continue in full force and effect. This Agreement will be construed in accordance with the law of the State of California, regardless of the location of the Exhibit or Exhibitor in any claim, action or proceeding shall be commenced in the State of California. Exhibitor understands and acknowledges that this application becomes a binding Agreement, when accepted either in writing or by website acknowledgement by *WCWP*. Exhibitor has read, understood, and agree to be bound by the terms and conditions of this agreement.

Nothing contained herein shall create or be construed as creating a partnership, agency or joint venture relationship between the parties hereto and no party will have the authority to bind the other in any respect. Each party will be solely responsible for all wages, income taxes, worker's compensation or their requirements for its respective personnel. Each party represents that it has the full right, power and authority to enter into and execute this Agreement and to perform its obligations hereunder. I agree to the terms and conditions #1-17 as stated above.

Your name _____

Your company position _____

Company Name _____

Your Signature _____

Date _____

Credit Card Information:

Please Note:

Credit Card information is required even if booth payment is made by other method.

Credit Card # _____

Exp _____ Security Code (on back of card) _____

Billing Address _____

City _____ State _____ Zip _____

Cardholder Name (please print) _____

Authorized Signature _____

Please fax two pages - the ERF and this signature page only to 818-989-0445