



# 2012 BOOTH PACKAGE

PO Box 14246, Columbus OH 43214 (614)470-3649

www.UniverseExpo.com eFax (207)433-9777

Our Mission: To assist in the teaching of universal consciousness to the community, by the community.

## 24<sup>th</sup> ANNUAL SHOW !

New  
Time

**DATES:** Saturday, **October 13** - 9am to **7pm**

Sunday, **October 14** - 10am to 6pm

**PLACE:** Veterans Memorial, 300 West Broad St.,  
Columbus, Ohio

**COST:** still **\$280** per 10' x 10' booth

Dear Exhibitor,

Thank you for wanting to be part of our volunteer-run Expo, the largest of its kind in the Midwest. Please read and adhere to this contract, and **KEEP IT FOR FUTURE REFERENCE**. In return, we will do our best to provide a pleasant and prosperous *Expo*.

Blessings, ULE Booth Committee

### BOOTH DESCRIPTION

- **Booth Size is 10 ft. by 10 ft.** – with 7 or 8 ft. back curtain & waist-high side curtains (blue & white) - Nothing can be hung directly on the drapes - hooks are provided to hang things from back & side rails.
- **2 Chairs** - metal folding - more available free
- **Tables** (6' by 2½') - available at extra cost - **\$10 each** - You provide your own table coverings & carpet
- **Electricity** - available at extra cost - **\$50 & up** - from Veterans Memorial - Order Forms sent out in April - We recommend you bring your own lights - the overhead lighting in the halls is dim.

Note→

←Note

ULE requires booth displays to be in good taste, free of fire hazard (no burning of candles, incense, etc.), products and services to be properly labeled and represented, and a noise level respectful of adjoining booths. Taxes, Licenses, & Insurance payments are Vendor's responsibility. The Ohio Transient Vendor's License application form is mailed to vendors in August.

### APPLICATION & CONFIRMATION

- Read this entire **Booth Package** – Complete the **Booth Application** and mail in by: **Jan. 31** for CURRENT vendors – **Mar. 31** for NEW applicants, or as soon as possible (must apply each year).
- **IF SHARING** with another vendor, they must fill out a **Sharing Vendor Application** - submit together.
- **Notify ULE of changes** in address, phone, email, what you will offer, or who is sharing.
- **Booth Assignments** begin in **January** - first to current vendors (85% return) then new applicants.
- **Confirmation Notices & Invoices** are mailed the end of **April** (with Electric Form & Program Ad info).
- **Final Payment**, or other arrangements, due **May 31** or a **\$15 late fee** is incurred (if confirmed in April).

ULE reserves the right to allocate booths at our discretion for good balance of categories.

### ULE ADVERTISING

Your Booth # & Title are listed for free in **ULE Program Guide** and **ULE Website**. Your website can also be listed on ULE Website **Links Page**, but you must authorize it. Ad space is also available in the ULE Program: **Advertising Rates** are mailed in **April** with your Confirmation Notice. Deadline for ad payment is **June 30**.

### SET-UP INFO

- Registration & Set-up are on **FRIDAY - October 12, 2012, 12 noon - 8pm** (hall closes at 9pm)
- **Register on arrival - no later than 8:00am Saturday** or your booth will be reassigned - at the Vendor Registration Table (North Hall rear / West Hall front) to receive your Vendor Packet: **2 ID Badges & 1 Parking Pass** (per booth) & **Booth Package** for the next year
- Booths must remain open throughout the show, until **6:00pm Sunday**

Note→

Extra Badges for helpers working your booth at least 1/2 of the show each day, are available at a discount. Helpers can volunteer for ULE to get in free (see website for details). **NO EXTRA PARKING PASSES!**

### SPEAKERS

Check our website & contact **Ken Harsh** at [KarmaKenHa@aol.com](mailto:KarmaKenHa@aol.com) - before **December 1**

### CANCELLATION & SHARING POLICIES

On Next Page →

**QUESTIONS?** Call ULE voice mail: **(614) 470-3649** or email: [ULExpo@yahoo.com](mailto:ULExpo@yahoo.com)

# VENDOR AREA – NORTH HALL

136	001 Vendor Registr'n		Rest Rooms		F1	F2	F3	F4	<Food	Peace Pole Rest Area				
134														
132	131	230	231	330	331	430	431	530	531	630	631	730	731	
130	129	228	229	328	329	428	429	528	529	628	629	728	729	
128	127	226	227	326	327	426	427	526	527	626	627	726	727	
126	125	224	225	324	325	424	425	524	525	624	625	724	725	
124														
122	123	222	223	322	323	422	423	522	523	622	623	722	723	
120	121	220	221	320	321	420	421	520	521	620	621	720	721	
118	119	218	219	318	319	418	419	518	519	618	619	718	719	
		216	217	316	317	416	417	516	517	616	617	716	717	
116	115	214	215	314	315	414	415	514	515	614	615	714	715	
114	113	212	213	312	313	412	413	512	513	612	613	712	713	
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110	109	208	209	308	309	408	409	508	509	608	609	708	709	
108														
106	107	206	207	306	307	406	407	506	507	606	607	706	707	
104	105	204	205	304	305	404	405	504	505	604	605	704	705	
102	103	202	203	302	303	402	403	502	503	602	603	702	703	
100	101	200	201	300	Information		401	500	501	600	601	700	701	
098														
096	Literature				ENTRANCE from LOBBY			FOOD		<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; padding: 2px; margin-right: 5px;">800</div> <div style="border: 1px solid black; padding: 2px; margin-right: 5px;">801</div> <div style="border: 1px solid black; padding: 2px; margin-right: 5px;">802</div> <div style="border: 1px solid black; padding: 2px; margin-right: 5px;">803</div> <div style="border: 1px solid black; padding: 2px; margin-right: 5px;">804</div> <div style="text-align: center;"> </div> </div>				

NOTE: ATM located outside of WEST HALL Entrance

# VENDOR AREA - WEST HALL

	9	9	9	9	9	9	Peace Pole Rest Area			
	2	2	2	2	2	2				
	1	2	3	4	5	6				
836										
835	857	877			897					
834	856	876			896					
	855	875			895	Elevator to TALKS				
	854	874			894					
833	853	873			893					
832	852	872			892					
831	851	871			891					
	8	8	8	8	8	LABY-RINTH				
	2	2	2	2	2					
	6	7	8	9	0					
Tables & Chairs	SAND MANDALA		850	870	890	910	920			
			849	869	889	909	919			
			848	868	888	908	918			
			847	867	887	907	917			
			846	866	886	906	916			
			845	865	885	905	915	Men's Room		
	809	814	824	844	864	884	904			914
	808	813	823	843	863	883	903			913
	807	812	822	842	862	Information				912
	806	811	821	841	861					
	805	810	820	840	860					
							ENTRANCE from outside		Women's Room	

## SHARING A BOOTH

**BEFORE inviting additional vendors** to share your booth, **contact the ULE Booth Committee** (see below).

Sharing Vendors must submit **Sharing Vendor Application**. Contact Vendor is responsible for all payments & insuring that everyone working in the booth understands the terms of the contract. Make **very clear** arrangements for payments & how to share the booth space!

## CANCELLATION POLICY

As soon as you know you may need to cancel – to facilitate our finding a replacement and to remain in good standing with the *Expo* – please contact:  
**ULE Booth Committee** at **614-470-3649** or **ULEXpo@yahoo.com**  
 Cancel by **June 1** - full refund  
 After **September 1** - no refund



# 2012 BOOTH RENTAL CONTRACT

## Terms and Conditions

### 2012 changes are indicated in BOLD

This Contract is made between the Universal Light Exposition [hereinafter "ULE"] and you the vendor [hereinafter "Vendor"]. ULE, in consideration of the rent and covenants herein contained, rents to Vendor, and Vendor lets from ULE, the following described premises [hereinafter "Premises"], being Exposition Booth(s) (including any improvement or improvements now or hereafter located on it) in Franklin County, Ohio. The street address of the Premises is Veterans Memorial, 300 West Broad Street, Columbus, Ohio. This Contract is entered upon the following terms and conditions:

1. The term of the Contract shall begin on the **12<sup>th</sup> day of October, 2012, at 12:00 noon** and shall end on the **14<sup>th</sup> day of October, 2012, not before 6:00 pm**. Vendor shall maintain booth display from **9:00am the 13<sup>th</sup> day of October, 2012** through **6:00pm the 14<sup>th</sup> day of October, 2012**. Vendor's failure to comply will result in not being invited to return the following year.
2. Vendor shall pay ULE rent in the sum of **\$280 per 10'x10' booth and \$10 per rented table**, with payment being due in full and payable **by the last (31st) day of May 2012**. Payments made after that date will incur a **\$15 late fee**. Vendor's failure to pay the full amount of the rent, including any late fee, after the due date shall be an event of default under this Contract, as hereinafter provided.
3. Compliance with any and all requirements for **permits, licenses, tax payments** required in the conduct of business in this show, plus **securing insurance coverage**, is the sole responsibility of the Vendor.
4. **Vendor shall not use, or permit the use of, Premises for any unlawful purpose** or in violation of any law, order, or regulation of any governmental authority or any restrictive covenant relating to the use or occupancy of the Premises. Vendor shall not permit any waste or misuse of the Premises. ULE reserves the right to disconnect any equipment which it reasonably deems to be a fire hazard. **Vendor shall not display any object deemed offensive or in poor taste, nor shall the Vendor display any material that would constitute a fire hazard**. Further, Vendor agrees to remove, at ULE's request, any object ULE deems to be offensive, in poor taste, or a potential fire hazard. Except for a wall sign indicating Vendor's name and booth number, **Vendor will affix no other objects to the walls, columns, curtains, hand rails, or floors of the Premises**. Vendor will **correctly represent and label** all products or services exhibited or offered for sale on the Premises. It is the Vendor's obligation to comply with any and all governmental requirements for conducting its business on the Premises in the manner proposed. Vendor will maintain **noise level** respectful of adjoining booths. Vendor agrees to be **respectful and cooperative with other vendors and the ULE staff**, in the spirit of the event. ULE reserves the right, at its sole discretion, to settle all disputes between Vendors.
5. **Vendor shall bear the risk of loss arising from damage to or loss of Vendor's personal property and trade fixtures located on the Premises**. Vendor shall bear the risk of loss arising from any interruption of business. Vendor shall bear the risk of, and Vendor shall save ULE harmless from loss, cost, or expense by reason of claims for personal injury and property damage arising out of Vendor's occupancy of the Premises, whether due to the fault of Vendor or others, excepting only the fault of ULE. In the event that ULE is unable to hold the Show, at the location and time specified above, due to any cause outside of ULE's control, then Vendor shall waive any claims for damages except that Vendor will be entitled to a refund of any deposit moneys actually paid to ULE.
6. **Vendor shall not assign nor sublet or permit the Premises or any part thereof to be used by others, without the prior written consent of the ULE**. If this Contract is assigned, or any part thereof is sublet, or occupied by a party other than Vendor, ULE may, after default by Vendor, collect rent from the assignee, sub-lessor, or occupant as the case may be, and apply the amounts so collected to the rent herein reserved. No such assignment, subletting, occupancy, or collection shall be deemed to be a waiver of this covenant, or the acceptance of the assignee, sub-lessor, or occupant as a tenant, or a

release of Vendor from its further performance of the covenants contained in this Contract. A consent by the ULE to an assignment or subletting shall not be construed to relieve Vendor from again obtaining ULE's written consent to any subsequent assignment or subletting. Renting groups of booths for the purpose of renting to other vendors is strictly prohibited. Vendor is not authorized to assign booths to other potential Vendors. Vendor may act as Contact Vendor for up to 3 vendors sharing a space, but each Sharing Vendor must fill out a Sharing Vendor Application, which must be submitted to ULE with the Contact Vendor's application. Additional vendors may not be added, after the application has been submitted, without the approval of the ULE Booth Committee.

7. ULE shall not provide electricity to the Premises. Vendor must make its own arrangements to secure electricity with Veterans Memorial for an additional charge determined by them.
8. Without ULE's prior written consent, Vendor shall make no alteration of or addition to the Premises, including (without limitation) painting, drilling, or attaching fixtures. ULE's decision to refuse such consent shall be conclusive. Upon termination of this Contract, or when Vendor abandons, quits, or vacates the Premises, whichever shall occur first, Vendor shall repair any damage to the Premises caused by Vendor or his agents in removing any property therefrom.
9. A default by the Vendor will have occurred under this Contract if: a) Vendor fails to pay full amount of the rent on or before the date when it is due and payable; or b) Vendor fails to observe or perform any other provisions of this Contract after ULE gives notice of the nature of the Vendor's failure. If a default by the Vendor has occurred under this Contract, ULE has the following remedies: a) The right to enter and repossess the Premises, and the right to remove all persons and property from the Premises, all in a lawful manner; b) The right to give Vendor notice of ULE's termination of this Contract as of the date specified in the notice, the date to be no earlier than on the date of the notice; or c) The right to collect from Vendor any moneys which Vendor owes ULE under this Contract. Upon exercise by ULE of its right to reenter and repossess, or to remove persons and property from the Premises, or upon termination of this Contract, Vendor and each person claiming by and through Vendor shall forthwith quit the Premises and surrender it to ULE, and ULE shall be entitled to all remedies at law or in equity to effect this right. Upon reentry, ULE shall again have possession of the Premises as if this Contract had not been made. Upon the date specified in ULE's notice of intention to terminate this Contract, this Contract shall terminate, and Vendor and any person claiming by or through it shall become a tenant at sufferance.
10. A default by the ULE will have occurred under this Contract if ULE fails to observe or perform any obligation imposed upon ULE by this Contract after Vendor has given ULE notice of the nature of the ULE's failure. If a default by the ULE has occurred under this Contract, Vendor has the following remedy: The right to bring an action against the ULE to recover such damages as may have resulted from ULE's default. Failure or omission of either party to exercise any remedy shall not constitute a waiver, or bar or abridge exercise of a remedy upon any subsequent default. Receipt of rent by ULE with knowledge of default by Vendor shall not constitute a waiver as to such default or as to a remedy available in respect of such default. No right or remedy of either party shall be exclusive of any other right or remedy, and each and every right or remedy shall be cumulative and in addition to any other right or remedy given by this Contract or now or hereafter existing at law or in equity. Termination of this Contract by ULE shall not prohibit ULE from recovering any moneys due or to become due pursuant to this Contract. Each party is entitled to recover its reasonable attorney fees, costs, and expenses incurred by reason of exercising its remedies under this Contract. If ULE, without its fault, is made a party to any litigation commenced against Vendor or because of Vendor's activities, and if Vendor, at its expense, fails to provide ULE with legal counsel satisfactory to ULE, Vendor shall pay all costs and reasonable attorney fees incurred or paid by ULE in connection with such litigation.
11. Any change in, or modification or discharge of, this Contract shall be in writing signed by all persons who at the time are parties to this Contract. This Contract and its terms shall be construed under the laws of the State of Ohio. The parties agree to litigate any dispute between them in either a state court of competent jurisdiction in Franklin County, Ohio, or, if necessary, the nearest federal court of competent jurisdiction to Franklin County, Ohio.



- Fill in **ALL** blanks - **PRINT LEGIBLY** please.
- Read entire Booth Package and **sign Contract** on back of this form.
- **Main Contact Vendor** is responsible for **all payments** – make clear arrangements with them for payment.
- Your business should **blend with the other vendor(s)** – make very specific arrangements about HOW the booth will be shared!
- Attach your **Brochure** and **Business Card**.
- Give this form to the **Main Vendor** for them to submit with their application (or mail separately) by **March 31, 2012** or as soon as possible to:

**U.L.E. Booth Committee**  
**PO Box 14246**  
**Columbus OH 43214**

➔ **NOTE:** You must re-apply each year. Also, sharing one year does not guarantee your own booth the next year.

**BOOTH COST** - Arrange Payment with Contact Vendor

Cost: **\$280** per 10x10 booth + \$10 per table - Arrange all payments with the Contact Vendor.  
If Confirmed in April, **BALANCE** is **DUE** from Contact Vendor by **MAY 31, 2012** or **\$15 late fee** incurred.

**MAILING & PHONE INFO** - Notify ULE of any changes, so you will receive all mailings.

YOUR Business Name \_\_\_\_\_

YOUR Name \_\_\_\_\_

Business / Home / Both (circle one) Address \_\_\_\_\_

City / State / ZIP \_\_\_\_\_

Email checked weekly \_\_\_\_\_  
(for Expo correspondence)

Website \_\_\_\_\_

**CONTACT VENDOR you are SHARING with (Name & Booth Title):**  
\_\_\_\_\_  
\_\_\_\_\_

<p>Phones (H=home W=work C=cell V=VoiceMail F=fax)</p> <table border="0" style="width: 100%;"> <tr> <th style="text-align: left;">TYPE</th> <th style="text-align: left;">(AREA CD.)</th> <th style="text-align: left;">NUMBER</th> </tr> <tr> <td>_____</td> <td>( _____ )</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>( _____ )</td> <td>_____</td> </tr> <tr> <td>_____</td> <td>( _____ )</td> <td>_____</td> </tr> </table>	TYPE	(AREA CD.)	NUMBER	_____	( _____ )	_____	_____	( _____ )	_____	_____	( _____ )	_____	<p>Phone at Address ← _____</p>
TYPE	(AREA CD.)	NUMBER											
_____	( _____ )	_____											
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**CATEGORY** - For Your Business only - to be included on Contact Vendor's Application

<p><b>ART</b></p> <p>___ Paintings / Drawings</p> <p>___ Fabric Art</p> <p>___ Sculpture</p> <p><b>MUSIC</b></p> <p>___ Music Instruments</p> <p>___ Tapes / CDs of music</p> <p><b>BOOKS</b></p> <p>___ Book Store</p> <p>___ Author</p> <p><b>CRYSTALS/ JEWELRY</b></p> <p>___ Crystals / Minerals</p> <p>___ Jewelry - made of _____</p>	<p><b>CRAFTS / GIFTS</b></p> <p>___ Hand-crafted or Imported from: _____</p> <p>___ Candles / Incense</p> <p>___ Clothing</p> <p>___ Glass / Ceramic</p> <p>___ Angelic / Celestial</p> <p>___ Native American</p> <p>___ Far Eastern items</p> <p>_____</p> <p><b>FOOD / BEVERAGE:</b></p> <p>___ attach menu or info on the product</p>	<p><b>HOLISTIC PRODUCTS</b></p> <p>___ Supplies &amp; Tools</p> <p>___ Nutritional</p> <p>___ Vet / Animal Products</p> <p>___ Bath &amp; Body Products</p> <p>_____</p> <p><b>HOLISTIC SERVICES</b></p> <p>___ Chiropractic</p> <p>___ Hypnotherapy</p> <p>___ Massage / Bodywork</p> <p>___ Reiki / Energy</p> <p>___ Reflexology</p> <p>___ Movement Therapies</p> <p>___ Sound Therapies</p> <p>_____</p>	<p><b>OTHER</b></p> <p>___ Aura Camera</p> <p>___ Info / Promotional</p> <p>___ School / Church</p> <p>_____</p> <p><b>READER</b></p> <p>___ Animal Psychic</p> <p>___ Astrology</p> <p>___ Channel</p> <p>___ Medium</p> <p>___ Numerology</p> <p>___ Palmistry</p> <p>___ Psychic</p> <p>___ Tarot</p> <p>_____</p>
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**SPEAKERS** Should apply by **December 1** – have you?  – plan to?   
Go to [www.UniverseExpo.com](http://www.UniverseExpo.com) – BE A SPEAKER – for info on how to apply

**ENTER FULL DESCRIPTION and SIGN CONTRACT - on BACK PAGE ➔**

# ULE Contract Acknowledgment

- I acknowledge that I have read the **ULE Booth Package & Rental Contract**.
- I agree to abide by the **terms and conditions** of this Contract.
- I agree, as a **Sharing Vendor**, to make very clear arrangements with the **Contact Vendor** as to how we will share the space, including how to split the cost and how to make payments to them.
- I acknowledge that the **Contact Vendor** has the right to discontinue sharing, and keep the booth.
- I acknowledge that only the **Contact Vendor** can invite other vendors to share the booth, and only after obtaining **ULE approval**.
- I agree to **inform ULE of any change of address, phone, or email**, and acknowledge that if I cannot be reached, I risk not receiving Advertising info, Set-up info, *Expo* Programs, etc.
- If we are assigned a booth in April, I agree to pay my share to the **Contact Vendor**, so they can make final payment **before May 31, 2012, after which they will incur a \$15 late fee**.

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Signature of Sharing Vendor

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Date Signed

Describe the **PRODUCTS** and/or **SERVICES** you will offer in the booth:

## DOOR PRIZE INFO

We ask our vendors to consider offering a Door Prize as a way to contribute to the success of the *Expo*, as well as a way to promote your own offerings.

When your **Contact Vendor** registers, they are asked what they will offer.

If you would like them to offer something of yours, arrange it with them.

They will initial a **Door Prize Card** with the Booth # and title on it, authorizing the winner who presents the card at your booth to receive a free prize.

Winners are drawn regularly throughout each day from door registrations.

**Please be sure everyone in the booth is aware of this, and of what has been designated as the Door Prize. Thanks!**