

Crystal and Twigs Bridal Affair 2022

Date: February 12, 2022

Location: Lewis Clark Hotel

We are pleased to extend an invitation for your business to participate in an elegant Bridal Affair. The Crystal and Twigs Bridal Affair will be taking place at the historic Lewis Clark Hotel in Lewiston, Idaho on Saturday, February 12, 2022. This event will open its doors to the public at 10am and will wrap up at 3pm. Upon entering the building, engaged couples will sign in and receive a tote full of information from vendors and sponsors. This is a great opportunity to promote your business further by providing keepsakes to help whisk their wedding dreams into action.

Each vendor booth will be provided with one table, one table linen, and two chairs. You are responsible for providing your own partitions, should you want them. Wifi will be available to all vendors.

Once your vendor application is submitted online, you'll receive an invoice. This invoice can be paid through several different avenues, so please contact Candyce or Shari if you have questions.

The Crystal and Twigs Bridal Affair will be very well advertised through social media, radio ads, local billboards, newspaper ads, and more. Our goal is to support our local vendors in the wedding industry and assist engaged couples with finding the missing pieces to their special day. To gain an additional avenue of getting the word out to our community, we would appreciate vendors sharing the event on their social media pages.

If you'd like to mail or drop off a check or money order, please use the below information:

Crystal and Twigs
111 Main St.
Lewiston, ID 83501

CONTACT: Shari Lyons
Cell: 509.552.6252 | E-mail: crystalandtwigs@gmail.com

If you'd like to make payments virtually, please contact Candyce through the information below:

CONTACT: Candyce McNab
Cell: 208.790.1960 | E-mail: idoweddingcoordinating@hotmail.com

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RULES and REGULATIONS for Vendors of the Crystal and Twigs Bridal Affair 2022

All applications for vendor participation in the Crystal and Twigs Bridal Affair 2022 are subject to approval. Please sign below, after you have read through all of the rules, regulations, and waiver of liability.

RULES OF EVENT

- This event application form and fees are due no later than January 15, 2022.
- Vendor set up times are Friday, February 11, 2022, 9am-9pm, and Saturday, February 12, 2022, 7am-9am.
- Only one business per booth space.
- Do not trade booth spaces.
- You will provide your own additional surge protectors, extension cords, and gray or brown tape to cover your cords.
- Every vendor is encouraged to provide a minimum of a business card (for 125 entry giveaway totes).
- Every vendor is required to provide a physical prize that will be put into a prize campaign for pre-registered engaged couples. We know that many will contribute gift certificates which is great, but we have noticed that many gift certificates are not relevant to the winners. Therefore, we encourage baskets with candles, chocolate, wine, etc. to accompany any gift certificates.
- Vendor booths need to stay complete until 3pm. You may begin to break down after 3pm.
- You are responsible for cleaning up your entire booth space after the event.
- Vendors are responsible for any and all damage that they cause to the Lewis Clark Hotel.
- Customers must come to your booth. Do not approach customers with your handouts.
- Your business name and contact information will be passed along, publicly and privately.
- Businesses that are not vendors at this event will not be promoted.
- You are committing to having a vendor booth on February 12, 2022. If you are not able to attend, a 14-days' notice is appreciated.
- There are no refunds on any event fees. No exceptions, other than state mandated restrictions.

Signature _____ Date _____

WAIVER OF LIABILITY

Enter this event at your own risk. The sponsors and event organizers of the Crystal and Twigs Bridal Affair 2022 will accept no liabilities, or be responsible for anything, or anyone, involving your business, or your display, on or off of the premises of this event. The Crystal and Twigs Bridal Affair 2022 sponsors and organizers will not need any prior consent, or give any compensation, for the use of your photos, business name, or business contact information, for promotional or advertising use. Any damage caused by a vendor, their business, or their display choices, that is done to the Lewis Clark Hotel, or its premises, will be the sole responsibility of the vendor to compensate.

Signature _____ Date _____

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Name of Business _____
Name of Contact Person _____
Address _____ City _____ State _____ Zip _____
Phone _____ Email _____ Website _____
Tax ID Number (for resale vendor booths) _____
Booth Selections: Single Booth : \$235 Suite : \$350 Sponsorship Opportunities Choice \$ _____
Number of extra tables: _____ (\$10 per additional table) Number of extra chairs: _____ (Free)
Number of extra table linens: _____ (\$5 per additional table linen)
Type of vendor _____

Sponsorship Opportunities

Major Event Sponsor: \$3,000 or In-Kind Equivalent (1 business)

- Extra-large vendor booth is included, you pick your booth location: \$940+ Value
- Sponsor listed on all promotional radio, billboard, newspaper and email blast advertising. \$2,000+ Value
- Sponsor receives premier logo placement on all advertising, our website, our social media and all printed material
- Sponsor logo on sign-in table at the event

Advertising Sponsor: \$2,000 or In-Kind Equivalent (3 businesses)

- Single vendor booth included, you pick your booth location: \$235 Value
- Sponsor listed on all promotional radio, billboard, newspaper and email blast advertising. \$2,000+ Value
- Sponsor receives premier logo placement on all advertising, our website, our social media and all printed material
- Sponsor logo on sign-in table at the event

Event Sponsor: \$1,000 or In-Kind Equivalent (3 businesses)

- Single vendor booth is included, you pick your booth location: \$235 Value
- Sponsors listed in 25 promotional radio ads, billboards, newspaper and email blast advertising: \$1,000+ Value
- Sponsor logo on event advertising, our website, our social media and all printed material
- Sponsor logo on sign-in table at the event

Bar Sponsor: \$500 (1 business) must provide the bar license for Nez Perce County

- Single vendor booth is included: \$235 Value
- All profit bar sales sold at the event go to bar sponsor
- Sponsor logo on event advertising, our website, our social media and all printed material
- Sponsor logo on sign-in table at the event