

The Bead Roadshow
Orlando Live Events Center, Casselberry, FL
April 24th & 25th
Instructor Application

Instructor: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____

E-mail: _____

Website: _____

Teaching Pod including electric \$50 = _____

Teaching Pod with purchase of vending table \$25 = _____

This will be invoiced with your vendor table

No merchandise may be sold from a teaching table. If you wish to sell additional materials, kits, supplies, etc. please purchase a vendor table for the event.

If you will have a vending table as well, please indicate if you need your tables together.

No, they can be separated, someone is watching my booth for me _____

Yes, I need them together, I'll be teaching and selling at the same time _____

Using the format below please send an email to thebeadroadshow@gmail.com and tell us what classes you'd like to teach at this event. This information will be used on our website, FB pages and promotional materials. Please also include a short instructor bio and photo.

Title:

Date & Time:

Cost:

Additional tools or supplies needed:

Description:

Terms and Conditions

- 1. Terms & Conditions:** The front and the reverse of this Agreement comprise the entire understanding between parties. Its terms may only be varied by a written agreement signed by both parties. It is agreed that there are no other terms or conditions pertaining to this agreement.
- 2. Rules of Conduct:** Instructors agree to conduct themselves in a professional manner when dealing with promoters, fellow Exhibitors & Instructors and event attendees. Instructor agrees to be friendly, helpful and welcoming to their fellow Instructors and all event attendees. Instructor agrees that any disagreements will be handled in private in a calm, respectful and professional manner. Instructor agrees that any concerns relating to a fellow Instructor will be brought directly to promoters and that promoters will have the final decision in resolving such issues. Instructor understands that any harassing, bullying in any way shape or form, or any attempt to sabotage the success of a fellow instructors or vendors will not be tolerated and is grounds for immediate removal from the event with no refund of fees at the discretion of the promoters at any time.
- 3. Merchandise:** As stated above no merchandise may be sold directly from an Instructor table. Instructors wishing to sell additional tools, materials, kits or supplies must purchase a vending table.
- 4. Contracted Space:** Instructor is entitled to the space they have paid for. Teaching area will not extend beyond the assigned pod. Area will be kept neat and clean and Instructor agrees to remove all trash and debris at show close. All storage containers, boxes, carts and non sale items must not be visible.
- 5. Table Rental:** All instructors agree to be responsible for the care and maintenance of all rented tables. Damage to surfaces including but not limited to stains, burns, cuts, scratches, etc. will be cause for replacement of rental tables at the instructor's expense. Instruction areas must be free of obstructions or fall hazards.
- 6. Venue Violations:** Instructors will not nail, screw, tape or glue any object or signage to floors, walls, tables or venue structures. Any breach and subsequent damage and related repair expenses will be solely the responsibility of the instructor.
- 7. Insurance:** Instructor is aware that they may obtain insurance against all risks implicit or explicit in its participation of this show and that The Bead Roadshow, LLC and its associates are not responsible for said insurance.
- 8. Contract:** Instructor agrees that if The Bead Roadshow, LLC is compelled to cancel this event for any reason whatsoever that they will have no claim for loss or damages against The Bead Roadshow, LLC. Exhibitor agrees to comply with all rules of the event. The Bead Roadshow, LLC reserves the right to change, modify and/or cancel any part or whole of terms and conditions without prior notice.
- 9. Local/State Laws:** All instructors agree to comply to all laws and regulations of the city and state of the event and is responsible for all payment of all taxes and levies insofar as this event is concerned and understands the The Bead Roadshow, LLC is not liable for any claims or taxes in connection with this event.
- 10. Sales Tax:** All instructors are responsible for collecting and reporting sales tax according to the percentages set forth by the city, county or state of the event. Exhibitor is responsible for obtaining any necessary tax ID required to do business at the event. Please note that a sales tax ID is required to do business in most states. Exhibitor agrees that The Bead Roadshow, LLC is in no way responsible for obtaining the necessary documents.
- 11. Liability Clause:** Instructor agrees that The Bead Roadshow, LLC is in no way responsible for the safety of the exhibitor's display, merchandise or bodily injury.
- 12. Disclaimer Clause:** Instructor agrees that The Bead Roadshow, LLC or any of its associates are in no way liable for any damages or claims arising from Instructor's participation in the event including but not limited to claims arising from use of vehicles or equipment, move-in and move-out, event operations and from any claims arising from any act or omission by the Instructor, its owners, employees, agents or representatives and from any claims arising from loss, burglary, pilferage, fire, water, accident negligence, force majeure or other cause regardless of whose act or omission may generate such claims.

Please initial below to indicate you have read all 3 pages including the Terms & Conditions.

Your completed contract and deposit should be returned to no later than Dec 13th, 2019 to:

The Bead Roadshow, LLC

7806 Montezuma Trl.

Orlando, FL 32825

To email contract please return to: thebeadroadshow@gmail.com and we will send a payment request via PayPal or Square.

The Bead Roadshow, LLC

Instructor

For office use only:

Vendor: _____

Total Due: _____

Deposit paid: _____

Remaining Balance: _____

Balance Paid: _____

Contract accepted by: _____