



DECENT PIECES presents...

## “GENESIS”

*GIRLS NIGHT OUT: CHAPTER 9  
A NIGHT OF FASHION, FABULOSITY AND FUN*

Dear Prospective Exhibitor:

We are pleased to invite you to exhibit at our Girls Night Out to be held on July 29, 2011 at The Clarion -National Harbor, located at 6400 Oxon Hill Rd, National Harbor, MD. Genesis Girls Night out is a new form of marketing called “Girlfriend Group Marketing.” It is an exclusive event for women to shop, get pampered and network with small business owners and area boutiques! Our target audience is women 30-55 years old who are trend-oriented professionals that earn an income of \$50,000-\$100,000 a year. Our indulge in 5 hours of shopping the latest fashions while enjoying complimentary cocktails, receiving pampering services and getting free goodies from the show sponsors. We utilize 10 different advertising and marketing methods to promote a event that is truly a first class affair!!

The application and contract to participate in July’s event are included with this letter. Hosted in the Ballroom A (approx 3,000 sq ft) at The Clarion-National Harbor, exhibitors will be able to showcase their products and provide pampering services to our 400+ attendees. Please complete the registration form and contract and return to Decent Pieces, LLC at the address provided on the contract, by email or by fax. Please note that your payment is non-refundable and non-transferable (unless Decent Pieces, LLC cancels this event); so be sure to check your schedule before making this commitment. **You will receive an email message confirming your approval for participation. Once you have received confirmation Genesis GNO will forward you a link for payment. You will have 48 hours to complete your payment in order to hold your space for the event.** Payments are also accepted via money order or certified check. Payments must be received by July 8, 2011 to be an Exhibitor. Payments made after July 8, 2011 will be charged a \$50 late fee. **Please make M.O and C.C payable to Decent Pieces, LLC.**

We are committed to making this a successful event and look forward to building relationships will all involved. We are only accepting 3-4 exhibitors per category (2 for each service), spaces will be filled on a **first come-first served basis**. We look forward to your participation and your continued support of Genesis GNO events. We know that together we will make this event an affair to remember.

### Benefits to your business:

- The show is an excellent opportunity to promote your business and network..
- Each exhibitor that has paid in full by the closing date will receive 200 flyers to advertise.
- Each exhibitor will have their logo posted on the event website.

If you have any questions regarding our event, please email [genesishgn@gmail.com](mailto:genesishgn@gmail.com) or [decentpieces@onebox.com](mailto:decentpieces@onebox.com) . If you do not receive a response by email within 24 hours, please do not hesitate to call Jerrise Spencer at 301.442.3600. Please send faxes to 1.877.239.6559.

Best Regards!

DECENT PIECES PRESENTS...

**"GENESIS"**

**July 29, 2011**



## Exhibitor Application Form

Business Name: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Website URL: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Please choose a category:

(This will be used to determine where vendors and booths will be placed):

\_\_\_ Clothing Boutique \_\_\_ Jewelry & Accessories \_\_\_ Shoes \_\_\_ Handbags and Purses

\_\_\_ Natural Skincare Products \_\_\_ Candles and Aroma \_\_\_ Body Shapers \_\_\_ Nutritional

\_\_\_ Service: \_\_\_\_\_ \_\_\_ Other: \_\_\_\_\_

*Please initial each section below.*

### Event Set-up & Break Down

\_\_\_ I understand set up will begin at 3:30p.m and end at 5:30p.m. Tear down starts immediately at 11:00 p.m and must be completed by 12:00 a.m. on July 30, 2011. **If you arrive after 5:00 p.m. you will not be allowed to set up and your exhibit fee will be forfeited. NO EXCEPTIONS**

### Staffing-

\_\_\_ Tables must be staffed at all times from 6:00 p.m. – 11:00 pm. **No food shall be eaten behind the booths.**

### Specifics -

- Only the organization responsible for the Exhibitor contract may occupy the space indicated on contract. 1 table per business unless prior approved.
- Presentation- Tables must be draped on all sides and covered to the floor. Any merchandise placed under the tables should not be in view.

Exhibitor Fees-

Select Your Package	Details	Price	Total
Services Vendor	This space is designated for businesses that are providing a service only. Package includes 1 cocktail table, 2 chairs, 200 fliers. (Note: Additional tables are prohibited.) <b>Early bird \$125 before June 24, 2011.</b> Individual Service space (Only 5 available)	\$125/\$150	
Table Top Vendor Space	All products must be able to fit on a 6ft table only. <u>No racks, mannequins, floor signs, etc allowed.</u> Package includes 1 6ft table, 2 chairs, 200 fliers. (Note: Additional tables are prohibited.) <b>Early bird \$200 before June 23<sup>rd</sup>, 2011.</b> (Only 5 available)	\$200/\$225	
Vendor Package	Package includes 50 sq ft of space (10 x 5) with 1 6ft table, 2 chairs, 200 fliers. (Note: Additional tables must be purchased 1 wks prior to the event. Tables may only be used to create an L shape for display purposes. You cannot bring your own tables.) <b>Early bird \$250 before June 24, 2011.</b>	\$250/\$275	
Premium Space	Premium spaces are spots close to the entrance with tables that face the entrance way. Package includes 64 sq ft of space (8x8) with 1 additional table. Tables may only be used to create an L shape for display purposes. (You cannot bring your own tables.) <b>ONLY 8 AVAILABLE</b>	Additional \$75	
Corner Premium Space	<u>Located in one of the 4 corners of the ball room.</u> Perfect for boutiques! Package includes 64 sq ft of space (8x8) with 2 6ft tables, 2 chairs, 200 fliers. Tables may only be used to create an L shape for display purposes. (You cannot bring your own tables) <b>ONLY 4 AVAILABLE</b>	Additional \$100	
Platinum Vendor Space	Platinum spaces are located in the middle of the room, with 4 tables in a square shape so customers can reach you from all sides! Two 1min Promo Shout outs! Package includes 100 sq ft of space (10 x 10) with 4 6ft tables, 4 chairs, 200 fliers. (You cannot bring your own tables.) <b>Early bird special \$575 before June 24, 2011. ONLY 4 AVAILABLE!</b>	\$575/\$600	
Center Spotlight Vendor	Showcase your business at Genesis GNO on a projected stage in the center of the floor. <u>Good for Platform Presentations!</u> Four 1min Promo Shout outs! Package includes 96 sq ft of space (12x8) with 2 6ft tables, 2 platforms stage pieces, 2 chairs, 200 fliers. (You cannot bring your own tables.) <b>Early bird special \$750 before June 24, 2011. ONLY 1 AVAILABLE!</b>	\$750/\$800	
Extra Table	Additional Tables must be used to for an L-Shape. ____ 4ft table \$20 ____ 6ft table \$25	\$20/\$25	
Electricity	Electricity w/Extension Cord \$35	\$35	
Internet	Internet connection with personal WiFi password	\$50	
<b>TOTAL VENDOR PACKAGE</b>			

\_\_\_\_ I understand that all checks will be payable to my business and I will be responsible for collecting sales tax.

\_\_\_\_ I understand that I must send out 3 E-blast to my customers, friends & family and "CC" [genesigno@gmail.com](mailto:genesigno@gmail.com). One after you have been approved: 2<sup>nd</sup>: June, 2011 and the 3<sup>rd</sup> July 27, 2011.

I hereby understand that this application will become part of the attached contract upon acceptance by Decent Pieces, LLC. As an authorized representative for the Exhibitor, I agree to the terms and conditions set forth above in the "GENESIS" application. I agree that an application transmitted via email or fax shall be deemed to be an original document and enforceable thereas. I understand that all fees paid are non-refundable unless the event is cancelled by Decent Pieces, LLC.

Disclaimer

Decent Pieces, LLC, its representatives and the hosting facility shall not be responsible for any loss, damage or injury that may occur to the exhibitors' employees, representatives or property, from any cause whatsoever, prior, during, or subsequent to the period covered by the exhibit application. The Exhibitor, in signing the exhibit contract, expressly releases Decent Pieces, LLC, it's representatives and/or the hosting facility from, and agrees to indemnify the same, against any and all claims, for such loss, damages or injury.

Authorized Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

PLEASE MAIL FAX OR EMAIL THIS FORM TO:

Decent Pieces, LLC  
ATTN: Jerrise Spencer  
4181 Bluebird Drive  
Waldorf, MD 20603  
Fax: 1.877.239.6559  
Deadline July 8, 2011

Decent Pieces Presents... "GENESIS" Girls Night Out: Chapter 9

I hereby make application for a space for exhibition purpose at the "GENESIS" Girls Night Out sponsored by Decent Pieces, LLC The Clarion-National Harbor, 6400 Oxon Hill Road, National Harbor, MD July 29, 2011.

I agree to pay the total sum indicated in my application.

I agree to abide by the preceding & following conditions:

Decent Pieces, LLC nor the owners of The Clarion -National Harbor will not be held liable or responsible for any personal injury that may come to the participants of this show, nor will it/we be held liable or responsible for loss or damage (as in case of fire, theft, or vandalism) to the participants or their property at this event.

EVENT DATE: Friday, July 29, 2011, 6:00 p.m. to 11:00 p.m. (For Exhibitors)

EVENT LOCATION: The Clarion-National Harbor, 6400 Oxon Hill Road, National Harbor, MD 20745

Any questions please contact Jerrise Spencer at (301) 442-3600 or send an email to [genesisgno@gmail.com](mailto:genesisgno@gmail.com)

\_\_\_\_\_ Phone \_\_\_\_\_

Business Name (print legibly)

\_\_\_\_\_

Vendor Name (print legibly)

Vendor Signature \_\_\_\_\_

Date \_\_\_\_\_

*Please note that emailed applications require a signature on signature pages. You have the option of faxing only the signature pages and emailing the remaining pages, which do not require a signature.*

\_\_\_\_\_  
Decent Pieces, LLC Authorized Signature

For Office Use Only: \_\_\_\_\_ Date Received \_\_\_\_\_ Amount Received \_\_\_\_\_ Exh. Type

