

NWA Exhibitor's KIT



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Thank you for reserving Exhibit Space at the NWA Women's Expo With A Cause 2021.

The following information is provided to help you plan your exhibit.

Printable Exhibitor KIT:

NWA2021_ExhibitorKit_New – A Downloadable version of the information below.

Electrical Order Form (\$40 advance order/\$50 floor order) & WIFI Order Form (\$35 advance order/\$45 floor order):

NWA2021-Holiday-Inn-Vendor-Forms-new

Holiday_Inn_CC_CardAuth_Form

(RETURN Electrical, wifi and other vendor orders directly to hotel.)

– EXHIBITOR INFORMATION –

EXPO VENUE:

NWA Convention Center /Holiday Inn

1420 S 48th St

Springdale, AR 72762

Phone: 479-872-5981

NWA Convention Center

Terms & Conditions for Exhibiting: Terms and Conditions for Exhibiting

EXHIBITOR MOVE-IN: FRIDAY April 23th 9am-6pm All booths must be moved in by 6pm

EXPO DATES and TIMES:

Saturday April 24, 2021 10am-5pm (Exhibitors have access to building at 8am)

Sunday April 25, 2021 11am-4pm (Exhibitors have access to building at 10am)

EXHIBITOR MOVE-OUT: Sunday April 25, 2021 4pm-6pm (Breaking down exhibits before 4pm is not allowed)

COMPLIMENTARY TICKETS: Exhibitors receive 25 free tickets to distribute as they wish.

DISCOUNTED TICKETS: Exhibitors may purchase additional tickets in quantity, for \$3 each.
(form coming soon).

FREE PARKING

— CONTACT INFORMATION —

MAILING ADDRESS

Donnell Productions
75 Old Post Road
Southport CT, 06890

PHONE/FAX

Office Phone: 203-259-3351 Fax: 203-259-3354

EMAIL

General: wlexpos@womenslivingexpo.com

Executive Director Barbara Donnell:
bdonnell@womenslivingexpo.com

Expo Manager Brad W: brad@womenslivingexpo.com

SOCIAL MEDIA

www.womenslivingexpo.com/centralarkansas2020/

<https://www.facebook.com/CentralArkansasWomensExpo>



HOST HOTEL INFORMATION

Expo Host Hotel is the Holiday Inn / NWA Convention Center
With a stay at the Holiday Inn you will be a short walk across
the driveway to the NWA Convention Center!

Rooms feature microwaves and LCD televisions, complimentary
wireless Internet access and Free self parking.

Exhibitor Room Rates: \$99, King or two Queens – Use Group code
is WXP or use this booking link: [RESERVE HERE](#) – NWA Women's
Expo Group Rate

Phone: 479-751-8300

1500 South 48th Street Springdale, AR 72762

– DECORATOR CONTACT INFORMATION –

Use the Holiday In Vendor Order Form for additional Tables,
Chairs, AV or WIFI. For all other items, contact
brad@womenslivingexpo.com

NWA2021-Holiday-Inn-Vendor-Forms-new

Holiday_Inn_CC_CardAuth_Form

(RETURN this vendor order form directly to hotel.)

– SHIPPING INFORMATION –

Shipments must arrive at the convention Center on Thursday
April 22, 2021 or Friday April 23, 2021 only.

Contact the hotel prior to sending, to make them aware of your
shipping, and to check for handling fees.

DELIVERY Address:

Holiday Inn & NWA Convention Center

1500 South 48th St.

Springdale, AR 72762

ATTN: WOMEN'S EXPO Name, Booth #

— BOOTH INFORMATION —

BOOTH INCLUDES: 8' High Backdrape, 3' High Sidedrape, 6' skirted Table, 2 Chairs and ID Sign

SHOWCASE INCLUDES: 8' High Backdrape, 3' High Sidedrape and ID Sign – NO FURNITURE included.

BOOTH SIGNAGE – Exhibitors provide their own banners and promotional material: The best size for banners is 8'Wx3'H, or 6'Wx30"H, or any standard pop-up banner, less than 8' tall. Banners can only be hung on booth back drape, please bring your own hanger hooks.

SAMPLING FOOD – IF you are sampling food or beverage items, please contact wlexpos@womenslivingexpo.com

SALES TAX FOR ARKANSAS Vendors are responsible for all sales atx, forms will be available at our Exhibitor registration.

SHIPPING to the building – all shipments to be received on Thursday April 22, or Friday April 23 ONLY.

(address coming soon)

— EXPO SECURITY —

SECURITY is provided for your protection however we are not responsible for theft of merchandise or personal theft. We suggest that you take precautions and not leave valuable items in your booth overnight. Door Guards and a Security Officer are on duty during the hours that the Expo is open to the public. As a safety precaution your Exhibit Space should not be left unattended during Expo hours.

— INSURANCE —

EXHIBITORS shall assume all responsibility for damages to the Exposition facility and property, and it shall indemnify and hold harmless Donnell Productions from all liability that

might arise from any cause whatsoever including accidents or injuries to exhibitors, their agents and their employees and to attendees at the Expo. A Certificate of Insurance shall name Donnell Productions as a co-insured.

– CANCELLATION/FAILURE TO SET UP –

CANCELLATIONS received less than three months prior to the EVENT will receive no refund or credit and the Exhibitor is responsible for full payment. Failure to set up does not entitle the Exhibitor to any refund for sums paid for exhibit space.

– STAND OUT IN THE CROWD –

PRE-EXPO

– Let us spread the word about your participation In the Expo with your FREE POST on the NWA Women's Expo Facebook page.

Email to wlexpos@womenslivingexpo.com the following information needed for your social media posts:

- 1 – a brief description of your company show specials or giveaway
- 2 – company logo
- 3 – up to 4 images for social media
- 4 – any information you want shared in your post along with photos or a video
- 5 – your Facebook page link and website link.

We will then create a post in our Featured Exhibitors, and on our NWA Facebook page and tag your business.

BE SURE TO GO TO OUR PAGE AND SHARE WITH YOUR COMMUNITY!

All submissions must be sent in completion, by April 10th, to be posted prior to the expo.

We will also provide you with Customized Digital Invitations To E-Mail To Your Data Base, on or about April 10th.

AT THE EXPO

With creative exhibit design you can tell your brand story and drive marketing results.

- Prize Giveaways
- Gift Bags
- Custom Designed Banners & Marketing Materials
- Stage Presentation

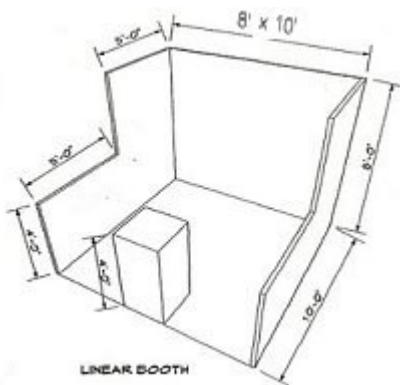
Booth Diagrams

In-line Booths

One side exposed, In NWA the booths come in two sizes 10'x10' or 8'x10' (8' wide). The back wall is 8ft high drape, with 3ft side drapes. The maximum height of 8ft is allowed in the back half of the booth, the height restriction in the front half of the booth to the aisle is 4ft.

Corner Booths

Corners are exposed to aisles on two sides, and come in two sizes, 10'x10, and 8'x10'



Standard Booths come with a 6' covered table, 2 chairs, side and back drapes, and a company ID sign.

Showcase booths come with back drapes, ID sign and do not have any furniture.



- NWA 2021 What's Happening...
 - NWA Gift/Gift Card Giveaway
 - NWA Upfront Women
 - NWA Mother Daughter Look-Alike Contest
 - Special Guest – Chris Goddard
 - NWA Food Pavilion
 - NWA Fashions
 - NWA Beauty
 - NWA Home
 - NWA Stage Schedules
- Like Us on FACEBOOK
- NWA Get Tickets
- NWA 2021 Floorplan
- NWA Exhibiting Information
- NWA 2021 Exhibitors
- NWA Exhibitor's KIT

Expo Host Hotel



AN IHG® HOTEL

Holiday Inn & NWA

Convention Center

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1500 South 48th Street Springdale, AR 72762

GET EXPO TICKETS

Tickets available at our Box Office on Expo Days!

\$7 Admission (\$5 w/coupon)

Kids 12 & under are free. Free Parking!

GET DIRECTIONS

Expo Location:

NWA Convention Center / Holiday Inn

1420 S 48th St, Springdale, AR 72762

Springdale, AR 72764

EXPO DAY / TIME

Dates:

April 24-25, 2021

Saturday 10am to 5pm

Sunday 11am to 4pm