



Central Arkansas Women's Expo With A Cause

Thank you for reserving Exhibit Space at the Central Arkansas Women's Expo With A Cause. To complete the exhibitor registration process kindly sign and date your contract and terms of agreement and return via email to bdonnell@womenslivingexpo.com or fax to 203-259-3354.

Expo Location

Hall of Industry Arkansas State Fairgrounds Complex 2600 Howard Street Little Rock, AR 72202

Cancellation Policy

All cancellations must be in writing. Cancellations received six months prior to the show date will have their payment refunded in full less a \$100 cancellation fee. Cancellations received between three and six months prior to the show date will be refunded any sum over the 50% deposit. Cancellations received less than three months prior to the show date will not receive any refund. Companies receiving an 'Exclusive' will not be refunded their deposit and are responsible for full payment.

Final Invoice

All final balances are due April 2, 2020. If your deposit was made with a credit card the balance will be charged to the card we have on file. Call us at 203-259-3351 if you prefer to use another credit card. If you are sending a check be sure we have it by April 2, 2020

Exhibitor Kit

The Exhibitor Kit posted on the Expo website contains all the information and decorator forms you will need to plan your exhibit. Go to www.womenslivingexpo.com and follow the link from our homepage. Be aware that there are deadline dates for the discounts offered on services.

Vendors are required to staff their booths during Expo Hours. Exhibitors have access to the building at 8am on Saturday and 10am on Sunday.

Day	Date	Hours	
Friday	May 1	9am-7pm	Move-In
Saturday	May 2	10am-5pm	Expo Hours
Sunday	May 3	11am-4pm	Expo Hours
Sunday	May 3	4-pm-6pm	Move-Out

Insurance & Liability

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 result from any cause whatsoever including accidents or injuries to exhibitors, their agents and their employees and attendees.