



# Temporary Exhibit Application

## August, 18-21 2017

### Exhibitor Profile

Company \_\_\_\_\_  
Contact: \_\_\_\_\_  
Address: \_\_\_\_\_  
Address: \_\_\_\_\_  
City : \_\_\_\_\_  
State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_  
Lines: \_\_\_\_\_  
\_\_\_\_\_

Number of Booths \_\_\_\_\_

Corner \_\_\_\_\_

Will you stay thru Tues? Yes \_\_\_ No \_\_\_

### Booth Rental Fees

10' x 10' booth rate is \$ 600  
After July 1st rate is \$ 660  
2 or more booths=5% discount  
Corner booths have a \$100 surcharge

### For more information please contact:

Zachary Downs  
The Columbus MarketPlace  
7001 Discovery Blvd. Dublin, OH 43017  
888.332.8979 614-339-5100  
Fax 614.339-5101  
[director@thecolumbusmarketplace.com](mailto:director@thecolumbusmarketplace.com)

Show hours are 9:00 am – 6:00 pm  
Final day of show (Tue 22nd) 9:00am – 4:00pm  
Temp Exhibit:  
Friday August 18<sup>h</sup> – Monday August 21st

### Cancellations

Cancellations received 60 days prior to the opening of the show, will be assessed a cancellation fee equal to 50% of the total exhibit space rental fee. Cancellations received less than 60 days prior to the opening show date will be assessed a cancellation free equal to 100% of the total exhibit space rental fee.

### Deposit Information

A nonrefundable and nontransferable deposit must accompany this application in order to be processed. **Deposit of 50% of full space rental is due with application. Balances will be invoiced and are due 45 days before the first day of the selected show.** The balance may be charged to your credit card. Sign below to authorize payment. Any space rental not paid in full 45 days before the first day of the selected show is subject to release and resale. Any new applications, deposits, balances or monies submitted within the 30-day period prior to the move-in day will need to be paid in full and in the form of a money order, certified cashiers check, business check or credit card. Applications received without deposit will NOT be processed.

Enclosed for deposit is a

Check  Visa  Mastercard

Credit Card #: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Security Code \_\_\_\_\_

Amount to be charged for deposit: \$ \_\_\_\_\_

Cardholder name: \_\_\_\_\_

**Sign here to authorize balance to be charged to your credit card 45 days before the first day of the selected Show. Please note there will be a 3% handling fee added to the total charge.**

X \_\_\_\_\_

**I have read and understand the terms and conditions of this application.**

X \_\_\_\_\_



The Columbus  
MarketPlace

for gift, fashion, garden and home

**August 2017 TEMPORARY SHOW**

**COMPANY:**

**ADDRESS:**

**PHONE #**

**FAX #**

**EMAIL ADDRESS :**

**WEBSITE :**

**CONTACT:**

**LINE (S) & brief description-include any special details,example: handmade, Made in USA, New @ CMP**

**ASSOCIATES ATTENDING SHOW** (we will make badges for the associates listed)

We will start doing special email blasts for all the temporary exhibitors at the beginning of February. Please email me any special information, pictures, links that you may want included in the email blast.

CMP provides each 10 X 10 booth with pipe & plum colored drape, one 8 ft. skirted table (white top with plum skirt) , 2 chairs, wastebasket, grey carpeted floors, 7" x 44" ID sign, (the company name listed above will be used for sign) and electric.



Additional items can be rented:

4ft skirted table - \$45 each  
6ft skirted table - \$50 each  
8ft skirted table - \$55 each  
4ft skirted riser (12") - \$24 each  
6ft skirted riser (12") - \$36 each  
8ft skirted riser (12") - \$48 each  
Other requests:

Temporary WI FI Pass - \$25.00 each

Yes, Please  
No, Thank You

Temporary Directory – CMP prints a temporary directory and every temporary exhibitor receives a detail listing at no cost. We will print your company logo in the directory for an additional \$25.00. Please send a pdf or jpeg of your logo if you are interested.

**TABLES/RISERS**

**WI-FI PASSWORD**

**LOGO IN DIRECTORY**

**TOTAL DUE TO CMP**

(to be paid before the start of the show)



## August 2017 MARKET PROMOTIONS

### CLOSE TO HOME !!

Over 50% of the United States lives within 500 miles of the Columbus MarketPlace!

SHOP CLOSE TO HOME!!

The Columbus MarketPlace has a Facebook page and you are welcome to post pictures of your products. We love to see a lot of activity before market! Our email blasts are a very effective way to reach potential customers before the show. Please send your logos, links to your website and pictures of products. We have close to 7500 names on our email list with a very high open rate. If you have any questions, please call or email me at your convenience. We look forward to working with all of you in January.

Send us your market promotions and all of the information will be printed in the directory that is available to the buyers as they walk in and register. Dating, Freight specials, let us know what is being offered to the buyers! Please list below:

Margie Thompson

Office Manager

[info@thecolumbusmarketplace.com](mailto:info@thecolumbusmarketplace.com)

[614-339-5100](tel:614-339-5100)