



*8<sup>th</sup> Annual  
Clarksville Women's Conference & Expo  
"Dare to be Different"*

**303 Hampshire Court Clarksville, TN 37043 (931)249-0484**

Dear Business Leader/Entrepreneur:

The Clarksville Women's Expo (CWE), a 501c3, non-for-profit charity organization, centers on promoting women (and men) with home-based businesses, and small to mid-sized businesses in the Montgomery County-Clarksville, Middle Tennessee region and Western Kentucky.

CWE cordially invites you to take part in the 8<sup>th</sup> Annual Clarksville Women's Conference and Expo, "Dare to be Different" on September 19 and 20, 2009 with a kick-off of four highly educational business seminars which will be held from 9am to 11am. Afterwards, settle into your booths for two days of shopping and networking with other vendors.

This year, the CWE Expo will be held at the Memorial Health or "Red Barn" as it is known, located at the corner of Marion and Drane Street inside Austin Peay State University, Clarksville, Tennessee. Funding generated from booth sales will be utilized to award scholarships to promising students from the Fort Campbell military community seeking higher education in business and other charitable organizations.

Please take the time to review the enclosed information and commit to experiencing a day of business education and generating revenues. For more information please contact me at 931-249-0484 or email me at Rodger-CWE@Charter.net.

Sincerely,

*Rodger Sims, Sr.*

Rodger D. Sims, Sr.  
President  
Clarksville Women's Expo

*Board of Directors*

*Lori Austin,  
Chairperson*

*Rodger Sims Sr.  
President*

*Jen Reason,  
Secretary*

*Joel Minner,  
Treasurer*



# *8<sup>th</sup> Annual Clarksville Women's Conference & Expo "Dare to be Different" September 19 & 20, 2009*

## **Vendor Booth Information**

**Deposit: \$100 due at contract signing. Remainder due 30 days prior to event**

Vendor names and web sites will be listed on the CWE web site so long as they annually participate in the Expo.

◆**Diamond Level: \$150**      *Single Vendor Indoor 10-ft x 10-ft Booth Space, one (1) table, two (2) chairs, draping, a company sign and two (2) name badges. Please let us know if you will be bringing additional tables. Pipe and drape are available for additional fee (see below).*

◆**Ruby Level: \$100**      *Single Vendor 10-ft x 10-ft Booth Space. Vendors must supply their own table, chairs and pop-up tents which can not be staked to the floor or ground. Pipe and drape available for an additional fee (see below).*

◆**Sapphire Level: \$125 (Shared Booth-See Discount)**  
*Shared 10-ft x 10-ft Booth Space with another business. Price includes one (1) table -No extra space on the floor available), two (2) chairs, a company sign and two (2) name badges. No additional tables allowed. Booth price is reduced to \$100 if sharing vendors supply their own table and chairs. Pipe and drape available for an additional fee (see below).*

◆**Pearl Level: \$50 (Booth Display Space Only – Unmanned table)**  
*Pearl Level includes one (1) shared table space for display of marketing material and services, and a company sign. Please make arrangements to set up display and to pick up marketing material and/or display at closing. Items not picked up will be discarded. Pearl level participants will be grouped into one area.*

◆**Double Space: \$200**      *These spaces are specifically for vendors who require more than a 10-ft x 10-ft space. Tables and chairs are available if required. Pipe and drape available for an additional fee (see below).*

Terms and Conditions: Applications must be accompanied by deposit to be considered. Payment will be refunded if space is not available. Vendors must remain open for business until closing time, or they will be charged \$100 (cannot break down or close early). Vendors are asked back at the discretion of the CWE board and advisory committee.

◆**Cancellation Policy: All cancellations must be submitted in writing. No refunds will be given.**

### ◆**Responsibilities**

- Booth set-up must be complete by **9:00a.m. Seminars 9:00a.m.-11:00a.m.**
- Business attire or subject to your type of business
- Booth must be occupied at all times.
- All boxes and clutter must be stored under tables or removed.
- Must remain open until the event officially closes or a fee of \$100 will be charged.
- Site security will be provided by Austin Peay State University.

# Vendor Contract

I am committing to purchase booth space for the 8<sup>th</sup> Annual Clarksville Women's Conference & Expo. The Clarksville Women's Expo, its committee members and Austin Peay State University will not be responsible for any lost, stolen or damaged items. You are responsible for the security of your own area and products.

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

Nature of your Business: \_\_\_\_\_ Home-based \_\_\_\_\_ Sm/Med \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Business Ph: \_\_\_\_\_ Cell Ph: \_\_\_\_\_

Fax: \_\_\_\_\_ Home Ph: \_\_\_\_\_

Email: \_\_\_\_\_ Web site address: \_\_\_\_\_

## Circle one

**Booth:** Diamond          Ruby          Sapphire          Pearl          Double

## Initial which selection apply

I will need Electricity \_\_\_\_\_

I want pipe and drape for an additional \$30 \_\_\_\_\_ (Fee goes to APSU)

## Payment Information:

Cash Amount: \_\_\_\_\_ Check No. \_\_\_\_\_ Amount: \_\_\_\_\_

Visa or MasterCard No. \_\_\_\_\_ Exp. Date \_\_\_\_\_

CUV# \_\_\_\_\_ Bono: \_\_\_\_\_ (prior approval required) President Initials: \_\_\_\_\_

I authorize the Clarksville Women's Expo treasurer, Minner's Bookkeeping & Tax Preparation Service Company to process booth fees for the 8<sup>th</sup> Annual Clarksville Women's Conference & Expo. By doing so, I am guaranteeing that sufficient funds will cover the fees otherwise I am fully responsible for overdraft fees and any other fees applicable for insufficient funds. Address listed must match or else cost to process will be higher.

IN WITNESS WHEREOF, the parties hereto execute this agreement.

I, \_\_\_\_\_ (Print name), Have read and fully understand the above terms and conditions on this the \_\_\_\_\_ day of \_\_\_\_\_, 2009, and fully agree to abide by them.

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

\_\_\_\_\_  
Date

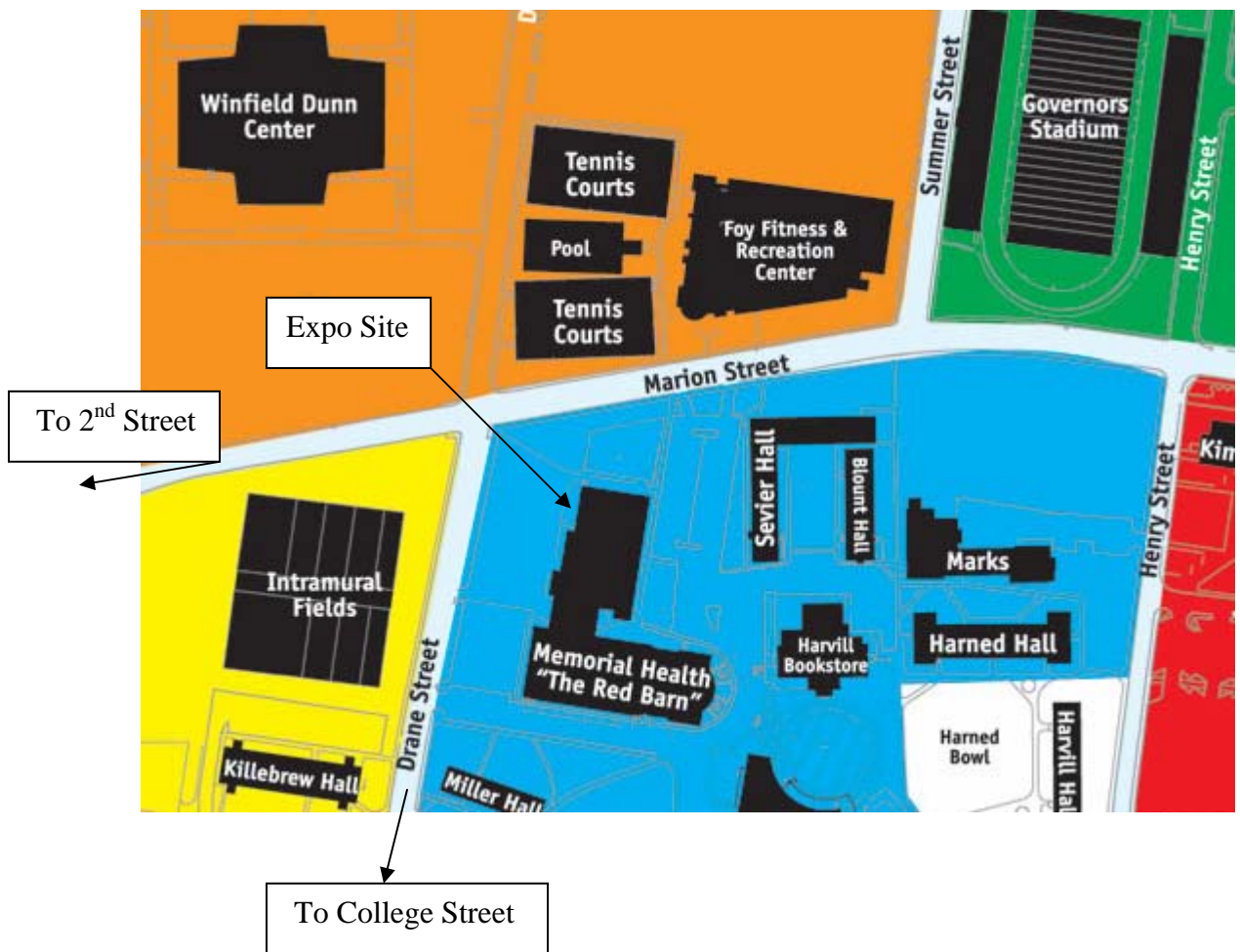
\_\_\_\_\_  
CWE President or Official Representative

\_\_\_\_\_  
Date



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## Site Directions





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**Fax to: 901-405-0401 or Mail to:**

**Clarksville Women's Expo**

**303 Hampshire Court**

**Clarksville, TN 37043**

*Yes! I would like to Sign Up as a Vendor for the  
8th Annual Clarksville Women's Conference & Expo.*

**To: Mr. Rodger Sims**

**Business:** \_\_\_\_\_

**Fax: 901-405-0401**

**Name:** \_\_\_\_\_

**Message:**