

EXCHANGE CENTER AT EXPO SQUARE TULSA, OKLAHOMA

February 17-19, 2023 REGISTRATION FORM

All dealers are subject to approval by Promoter



- **Vendor Unload Dates/Times:** Early Unload Feb 15 from noon until 6pm, drive-in to unload guaranteed (\$30 surcharge). Regular Unload on Feb 16 from 9am-6pm.
- **Vendor Access During Event:** Friday at 7:30am, Saturday 8:00am, Sunday 9:00am
- **Public Hours:** 2/17 9am-6pm, 2/18 9am-6pm, 2/19 10am-5pm.
- Now accepting a limited number of **food and beverage vendors**. For more information, call 918-619-2875.

Name: _____
 Business Name: _____
 Mailing Address: _____
 City: _____ State: _____ Zipcode: _____
 Mobile Phone # for Text: _____ Email: _____

Our primary mode of communication is via email and text.

- **Are you interested in pipe & drape for your booth?** _____ Yes _____ No
 - If enough vendors are interested, we will contact you prior to the event for pricing options.

- **10' x 12' Spaces: \$250 Each** _____ x \$250 = _____
 (Choose 1-4 Spaces)
- **8' TABLES (Optional)** _____ x \$12 = _____
- **ELECTRICITY (Optional, ADVANCE ORDER ONLY)**..... \$35 = _____
 Electrical access fee is per vendor and cannot be shared.
- **WEDNESDAY EARLY UNLOAD (Optional)**..... \$30 = _____

TOTAL CHARGES = _____
Deposit Due Enclosed..... = _____
 (Half of total on previous line; balance due NO LATER THAN February 16, 2023)

Reservation & Cancellation Policies: NO SPACES WILL BE HELD WITHOUT DEPOSIT, NO EXCEPTIONS. DEPOSITS ARE NON-REFUNDABLE. The following criteria must be met to receive a rollover credit: *Vendor must give written notice of cancellation no later than midnight CST on January 15th, 2023. If cancellation is submitted by deadline, deposit may be rolled over ONCE to the SAME EVENT the following calendar year. If the rollover is not used at that time, deposit is forfeited and may not be rolled a second time. Any notice of cancellation received after January 15th, 2023 but before February 1st, 2023 will result in loss of deposit amount only. Cancellations received after 11:59pm CST February 1st, 2023 forfeit deposit AND are liable for their base booth rental (table fees, electrical, and early unload will not be charged).*

Please DO NOT send cash through the mail. Payable by Check, Money Order, Credit Card or Paypal to heritageeventco@gmail.com. If paying with credit card and not in person, please complete both sides of this form.

 PLEASE RETURN W/ DEPOSIT TO: Heritage Event Company LLC, 190 E. Stacy Rd., Suite 306-270
 Allen, TX 75002 YOUR CLEARED PAYMENT IS YOUR CONFIRMATION OF RECEIPT.
 QUESTIONS? Call or text 918-619-2875

PREFER TO REGISTER ONLINE? SCAN THIS QR CODE

