

Northwest
WEDDING EXPO
BY BRIDES CLUB

Exhibitor Confirmation Packet

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WEDDING EXPO

Bellevue Wedding Expo

September 25, 2016

Meydenbauer Center

11100 NE 6th St, Bellevue WA 98004

(Call for Directions...)

Sponsored by:

Men's Wearhouse, Grand Event Rentals, and BridesClub.com

It's that time for the Fall Expos! The NEW Bellevue Wedding Expo is off to a great start! Booths are filling up quickly. There is a log in store for you this year! Thank you for participating in the 2016 Bellevue Wedding Expo. We appreciate your support! Please contact us if you have any questions about the show! Heather can be reached by phone (425)373-1894 or email at heather@bridesclub.com and Brad Buckles is available by email at: brad@bridesclub.com or by phone or text at (425)922-7924.

Highlights of the show so far...

- 80 of the finest wedding vendors, (100 booths)
- Live Entertainment and Live music showcased hourly
- Great Attendance, over 1000 brides attended the show last year!
- We expect great Attendance in this first ever Expo at the Meydenbauer Center

We thank you again for all of your support! Please see our website for maps, photos from last year, and more info: www.bridesclub.com

Find us on:

Facebook: <https://www.facebook.com/weddingexpos>

Twitter: <https://twitter.com/bradbuckles>

Pinterest: <http://pinterest.com/BridesClub>

Tumblr: <http://bridesclub.tumblr.com>

EXHIBITOR INFO:

HOURS OF EXPO- Sunday (10am-4pm). -***Tear down: Sunday AFTER 4pm.

IN STORE DISPLAYS- We have hundreds of 11x17 counter-top displays that have information and flyers for the upcoming event. Displays also include 2 for 1 coupons! Please request one to advertise in your store if you do not have one already.

ATTENDANCE: We are planning on 600-800 brides. As always, we offer several incentives/discounts for admissions so brides can save their money for your business!

DAY OF SET UP- Set up is on Sunday (6am - 10am). -There will be NO SET UP on Saturday unless approved by email confirmation PRIOR to the event.

You can either unload at the main entrance or pull around to the back of the hall where doors will be open for you to unload your set up supplies. PLEASE move your vehicle after you are done unloading to allow other vendors to unload their supplies.

EXHIBITOR MOVE-IN- Exhibitors may enter the hotel 2 hours before the show. Exhibitor carts are not provided. If needed please bring your own for transporting materials in and out of the Exhibition space. Dollies, carts, and hand trucks are not allowed on the show floor during the Expo.

BOOTH GUIDELINES- Open flames or candles are not allowed. There is height restrictions and an approval is needed if a display is over 8' tall. A 10x10 display may not block any neighboring booth displays. A 20' booth may self in close. 3' side rails may not block your neighbor's line of sight and you may only extend out 5ft from the back of the booth with signage, trees, back wall or props. You may not build a 10ft or 8ft side wall.

PARKING- Parking is available on Sunday for set up on the side of the building for limited time. Parking permits will be available a discounted rate.

VENDOR BADGES/PASSES- We do not supply vendor badges. This allows vendors to focus on their booths. Please check in at the Registration Table on Sunday to let us to know you have arrived. We can also help with directing you to your booth and answering any last minute questions.

ELECTRICAL-Each booth will be provided with 500 Watts of Electricity

FASHION SHOW COORDINATOR-If you are participating in the Fashion Show, Katrina with Love Blooms will be contacting you a month before the show. If you have any questions please call her directly at (425) 681-2249 or email her at lovebloomscontact@gmail.com

The Fashion runs continuously on both Sunday. As you set up please bring your marked gowns to the stage to be ready when the show starts.

SHOW DECORATOR/VENDOR FORMS- You can download the vendor form from either the following link:

<http://bridesclub.com/docs/Bellevue-Wedding-Expo-Vendor-Forms.pdf> or logging in at Bridesclub.com and clicking on Expos link. Scroll to the middle of the page to the Vendor Forms section. Any questions concerning the rental form please direct to Jill at (425)462-7368 or info@grandevent.com

TASTING SAMPLES- Please fill out the attached Sample Request Form and fax it over to us at 425-373-1895. **If you have not received the Sample Request Form please email heather@bridesclub.com.

OTHER CHANCES TO ADVERTISE:

THE WEDDING SPOTLIGHT-EMAG- If you are not already advertising in The Wedding Spotlight Online Magazine you could be missing out! Brides get a chance to download and view the magazine as well as read a interview about you and your company! This will help the bride understand more about you, your company and what you do. Our online magazine goes directly to all the brides that attend our shows and is emailed to the bride once they register on our site. Email Heather at heather@bridesclub.com or call (425) 373-1894.

ENHANCED LISTINGS/ELEADS-Listings on www.bridesclub.com are still available before the Expo starts! This listing prepares the brides in knowing who will be at the Expo and what to expect. You can sign up now to be on the listings now for only \$40 per month or \$400 for the whole year! Hundreds of brides visit our website daily and provide us with information on their upcoming wedding to discover vendors like you! Please let us know if you would like to have access to a Weekly Lead List.

We appreciate your support and thank you for participating in our Wedding Expo! Please feel free to contact me if you have any questions regarding the show by either email at heather@bridesclub.com or Brad Buckles directly at (425)922-7924.

Best wishes,
Heather Buckles
(425)373-1894