

Tinsel & Traditions

Presented By:

The Ouachita Area Chapter of the American Red Cross

Dear Merchant,

The Ouachita Area Chapter of the American Red Cross is proud to invite you to the 8th Annual Tinsel & Traditions holiday shopping extravaganza. This special event has become a premier show in Hot Springs that draws thousands of people and can provide your business with excellent exposure and sales opportunities. The event will be held on Saturday, December 5, at the Hot Springs Convention Center.

One of the reasons we selected this date is because another large event, The Arkansas Activities Association State Spirit Championships, is also scheduled at the Convention Center on the 5th. This will add a very large customer base for us!

We are committed to organizing an event for 2009 in keeping with what you have come to expect. We will also try to incorporate all of the elements that last year's participating merchants suggested as beneficial.

If you would like to participate in the 2009 Tinsel & Traditions event, please return the enclosed Merchant Application Form and Contract Form. This year we have extended the \$50.00 booth rental discount to merchants who pre-pay in full by Oct 15, 2009.

We are very excited about the show and look forward to hearing from you. Thank you in advance for your support and participation which will help the Ouachita Area Chapter of the American Red Cross staff and volunteers touch the lives of those in our community who are in need of our Disaster Services, Armed Forces Emergency Services, and Health & Safety Services.

Nationwide, the Red Cross responds to more than 70,000 house fires every year. Local chapters are responsible for raising their own funds in order to provide assistance to those in need. This event is essential for us to raise these needed funds. Your help and support are greatly appreciated!

Please do not hesitate to contact either of us with any questions you may have.

JoAnn Mangione,
Executive Director
Ouachita Area Chapter American Red Cross
P. O. Box 1362
104 Blackstone Court
Hot Springs, AR 71902
501-623-9321
arcgcc@swbell.net
www.gcredcross.org

David Fastenow
Tinsel & Traditions, Chair
501-701-0946
david@fastenow.com

2009 Tinsel & Traditions

Fact Sheet

Event

The Tinsel & Traditions one-day holiday shopping extravaganza and will feature a variety of booths showcasing clothing, jewelry, home décor, specialty foods, and much more. This incredible event is an excellent opportunity to showcase your business as the busy holiday season begins.

With the help of advertising through television, radio, newspaper ads, press releases, posters, and flyers; shoppers from across the state of Arkansas and surrounding states will be in attendance.

Location

Hot Springs Civic and Convention Center
134 Convention Blvd, Hot Springs, Arkansas 71901

Set-up Time

- Friday, December 4 Noon – 5:00 p.m.

Show Time

- Saturday, December 5 9:00 a.m. – 5:00 p.m.

Booth Rental

Each booth will be provided with the following:

- Pole and Draping (including 3 draped sides)
- 1 six-foot skirted tables
- 2 chairs
- Merchant signage
- Event nametags

If you need electricity or telephone lines in your booth, YOU must fill out and submit an Electric Order Form and return it separately to Cynthia Brown at the Hot Springs Convention Center. This form will be mailed to you after we have received your Contract.

Booth costs are as follows:

- 10' X 10' \$125 - If received by October 15, 2009*
Add \$50 late fee if after October 15, 2009.
- 10' X 20' \$200 - If received by October 15, 2009*
Add \$50 late fee if after October 15, 2009.
- 10' X 30' \$275 - If received by October 15, 2009*
Add \$50 late fee if after October 15, 2009.

* Requested aisle or end booths will require a \$75 additional fee

Special Notes

The Ouachita Area Chapter American Red Cross does not charge a sales commission.

Tinsel & Traditions is a fund-raising event of the Ouachita Area Chapter American Red Cross and all proceeds raised by ticket and booth sales will be used to support our programs including, Disaster Services, Armed Forces Emergency Services, Health & Safety Services, etc.

Please call the Chapter office at 501-623-9321 for additional information.

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Merchant Application Form

Please return this form to:

Ouachita Area Chapter American Red Cross

P. O. Box 1362

Hot Springs, AR 71902

Name and Address of Business:

Contact Name and Phone Number:

Description of business (please include types of goods, services, etc. and be as informative as possible, as we try not to duplicate merchandise sold among our merchants.)

Please include photos of your merchandise if possible. You may email photos if you prefer to arcgcc@swbell.net. These images will strictly be used for verification purposes only.

Do you know of any other business that would like to be considered for participation in the 2009 Tinsel & Traditions show? If so, please provide us with a contact name and phone number.

Thank you for your application. All selected merchants will receive their contracts upon approval. If you have any questions, please feel free to contact either of us.

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1. On Friday, December 4, 2009, the Hot Springs Civic and Convention Center will be open at Noon for you to begin setting up your booth. Please DO NOT come before Noon on Friday. Exhibits must be in place by 8:30 a.m. on Saturday, December 5th. Merchants must be checked in by 8:30 a.m. on Saturday, December 5th. Merchants not meeting these requirements will forfeit their exhibit booth space and MONEY WILL NOT BE REFUNDED. Merchants will have their merchandise removed from the Convention Center by 7 p.m. on Saturday, December 5. Event times are provided below.

- Set-Up Time: Friday, December 4 Noon - 5:00 p.m.
- Show Time: Saturday, December 5 9:00 a.m. – 5:00 p.m.

2. Promotion, display, and sale of merchandise MUST be confined to the Merchant’s booth space and may not extend elsewhere under any circumstances.

3. The Merchant will use the booth rented solely for the purpose of displaying the merchandise as described below. Please give a brief description of your merchandise as you would like it listed in any promotion/advertising.

4. Ouachita Area Chapter American Red Cross will permit Merchant to share a booth space with another Merchant. However, written permission to share booth space must be requested by the Merchant and granted by Ouachita Area Chapter American Red Cross. The Contract must then be signed by BOTH Merchants and be accompanied by the written permission from the Ouachita Area Chapter American Red Cross, and BOTH Merchants will be jointly responsible for all obligations set forth in this Contract. Arrangements for sharing a booth must be made between Merchants.

5. Each Merchant is responsible for the appearance of his/her booth space. All Merchant’s trash (boxes must be broken down, packing, etc.) must be carried to the back of the exhibit hall.

6. There must be someone at each booth AT ALL TIMES. Ouachita Area Chapter American Red Cross volunteers will not be available to assist in your booth. Please make arrangements for all your own needs.

7. There will be no nails, or the like, driven into any portion of the Hot Springs Convention Center.

8. Merchants agree to keep their booths open at all times during the open hours of Tinsel & Traditions. No booth display or merchandise will be taken down early or removed before the event closes at 5 p.m. on Saturday, December 5.

9. Ouachita Area Chapter American Red Cross will provide the following for each booth:

- Pipe & Draping on three sides of your booth space
- 1 six-foot skirted table
- 2 chairs
- Merchant signage and nametags

10. Sales tax and any other merchant permits are the Merchant’s responsibility.

11. The Merchant agrees that delivery will be made by December 20, 2009, on all orders taken by the Merchant at Tinsel & Traditions. If delivery cannot be made at that time, the Merchant must notify the buyer at the Tinsel & Traditions event.

12. Ouachita Area Chapter American Red Cross may cancel Tinsel & Traditions at any time. The only liability Ouachita Area Chapter American Red Cross shall have to the Merchant in the event of such cancellations shall be the refund of all monies paid to the Ouachita Area Chapter American Red Cross by the Merchant in regards to booth rental and/or booth reservation fees. Ouachita Area Chapter American.

