

Jefferson Parish Resource Fair

Saturday, April 16, 2016
10 AM – 2 PM

Clearview Mall
4436 Veterans Blvd, Metairie

Exhibitor Resource Fair Sign Up

Name of Exhibitor/Agency: _____

Name of Staff Attending Event: _____

Email of Staff Attending Event: _____

Address of Agency: _____

City: _____ Zip Code: _____

Phone Number: _____

Agency Website: _____

Rules for Participation:

1. Each exhibitor will be provided with one 6 foot table and 2 chairs.
2. **No electricity** will be provided.
3. No exhibitor is allowed to sell anything from their table.
4. Exhibitors must set up by 9:45 a.m. and cannot take down until 2:00 p.m.
5. All tables must be manned at all times.
6. Each exhibitor must bring a **table cloth** for their table.
7. Exhibitors will be signed up on a first come, first serve basis. *A maximum number of exhibitors will be allowed. **Deadline to register will be April 1, 2016.*** Everyone will receive written confirmation.
8. Exhibitors must provide a service or product to individuals with disabilities.
9. Exhibitors are encouraged to bring handouts/materials/etc. for attendees.
10. Tables will be first come, first choice.
11. Exhibitors will indemnify Clearview Mall, Families Helping Families and Jefferson Parish Human Services Authority and save it harmless from and against any and all claims, actions, damages, liability and expenses in connection with loss of life, personal injury and/or damage to property arising from or out of the occupancy or use of the premises or any part thereof or any other part of property, or occasioned wholly or in part by any act or omission of Clearview Mall, Families Helping Families and Jefferson Parish Human Services Authority, his agents, property liability insurance with respect to the premises.

DOOR PRIZE
Each vendor will provide a door prize!

I hereby agree to the above rules for participation:

Authorized Agency/Exhibitor Signature

Print Exhibitor Name



Solutions that work.

