



# VENDOR INFORMATION

## Event Location, Dates & Schedule

**Where:** Utah Valley University UCCU Event Center  
800 West University Parkway, Orem Utah

**When:** - Wed. April 8<sup>th</sup>, Vendor Move In - beginning 5:00 pm  
- Thursday April 9<sup>th</sup>, Vendor Setup Opens 6:00am, Registration Opens at 8:00am,  
Lectures Start at 9:00am  
- Friday, April 10<sup>th</sup>, 9:00am to 9:00pm  
- Saturday April 11<sup>th</sup>, 9:00am to 9:00pm - Vendors Must Be Out by 11:00pm

**Parking:** Free parking IN DESIGNATED AREAS ONLY. UVU will be out of session so parking should not be an issue as it was at our October event.

**\*\*Last October our Do It Now Expo brought over 4000 people. We had people fly/drive in from across the country to attend, some even from outside of the US. We expect between 5000-7000 at this event! Many indicated that they sold more at our event than other events where booths cost \$1000 or more.**

## Essential Vendor Information:

- \*\* There are Main Floor 10'x10' booths, and Upper Floor 8' tables.**
- \*\* Booth spaces/locations will be allocated on a first come basis.**
- \*\* Booth/Table Spaces Are Reserved ONLY When Paid In Full.**
- \*\* Early Bird Discounts Will Apply If Paid In Full By March 20<sup>th</sup>, 2015.**

### 1. MAIN FLOOR Vendor Booths (10' x 10' space) are \$500 for the entire 3-day event.

Booth includes 8ft table, 2 chairs, electricity. All tables must be covered with a suitable tablecloth, please be sure to bring your own. Tablecloth rental \$10/table.

**Discounts:** A. Save \$75 if paid by Early Bird Deadline 03/31/15

B. Promotional help; Save \$25 if you put a link on your website, and/or mention us in an eblast or newsletter.

Your booth is **ONLY \$400** if you qualify for both discounts!!!

- a. 2<sup>nd</sup> 10'x10' booth + \$300 (example 2 booths w discounts is \$400 + \$300 = \$700)
- b. 3<sup>rd</sup> 10'x10' booths or more \$250 ea. (example 4 booths; \$400 + \$300 + \$250 + \$250 = \$1200)

### 2. UPPER FLOOR Vendor Tables Upstairs Mezzanine Level are \$250 for entire 3-day event.

Space includes 8ft. table, chair and electricity where available. All tables must be covered with a suitable table-cloth, please be sure to bring your own. Tablecloth rental \$10/table.

**Discounts:** A. Save \$30 if paid by Early Bird Deadline 03/20/15

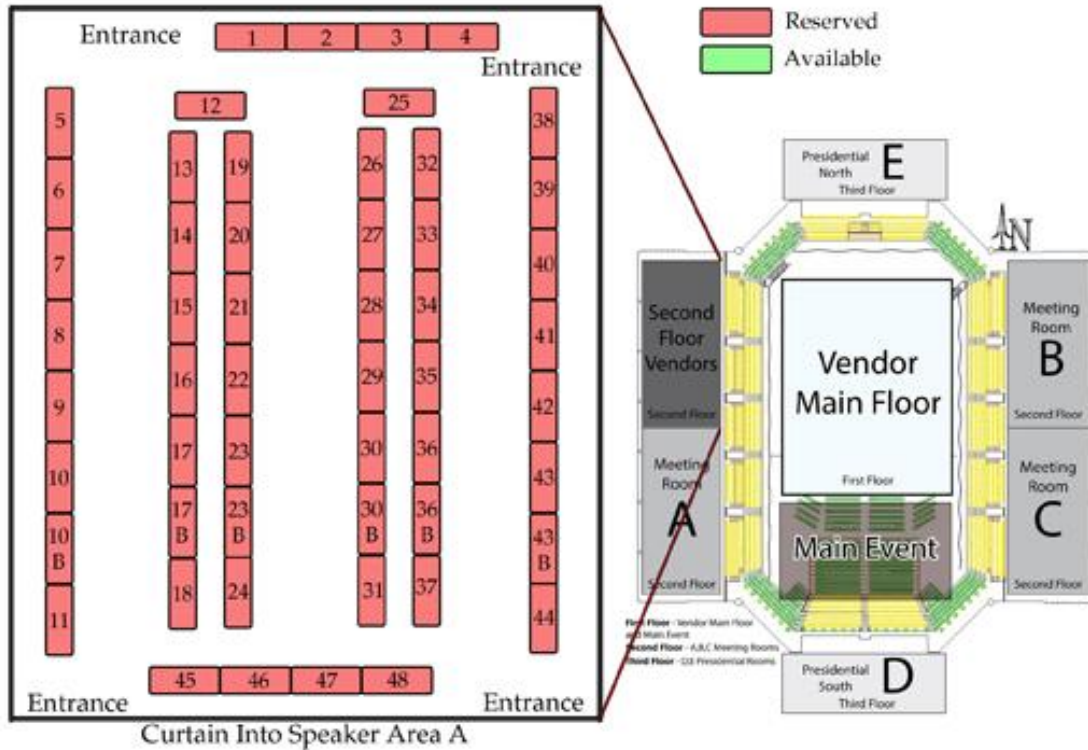
B. Promotional help; Save \$20 if you put a link on your website, and/or mention us in an eblast or newsletter.

Your table is **ONLY \$200** if you qualify for both discounts!!!

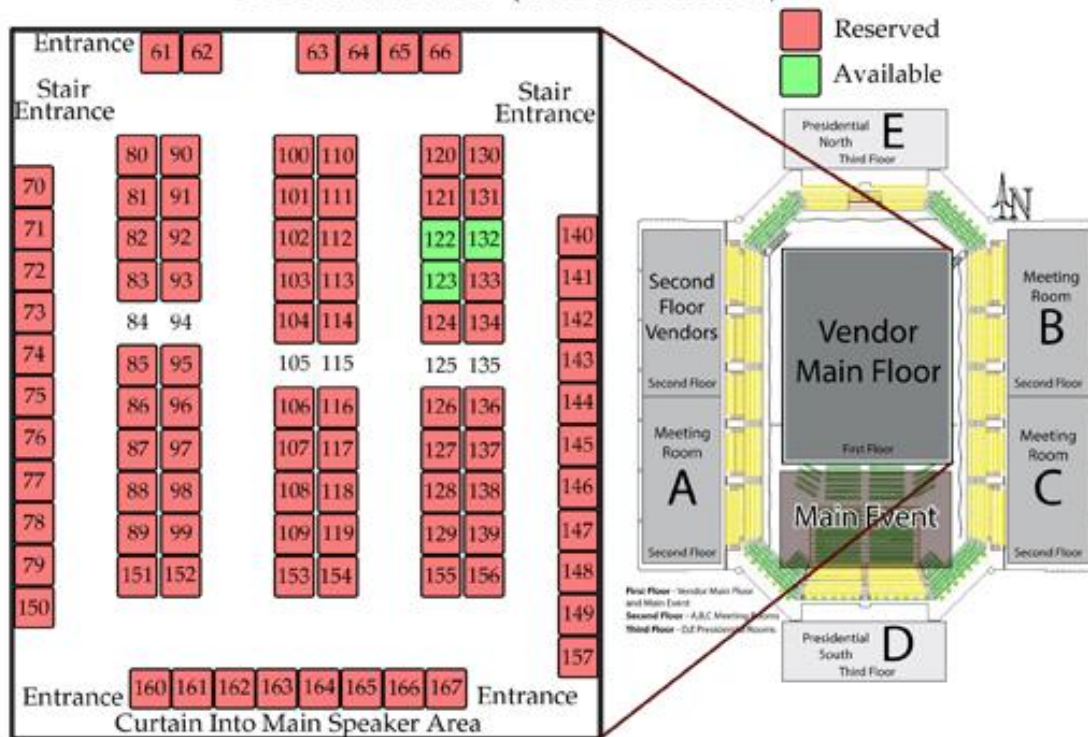
- a. 2<sup>nd</sup> 8' table \$150 (example 2 tables w discounts is \$200 + \$150 = \$350)
- b. 3<sup>rd</sup> 8' table or more \$125 ea (example 4 tables is \$200 + \$150 + \$125 + \$125 = \$600)

# Firm Foundation Expo & Conference Vendor Area Layouts

Firm Foundation Expo & 15<sup>th</sup> International Book of Mormon Evidence Conference  
 Upper Floor Vendor Area Layout - April 9-11, 2015  
 UCCU Mezzanine Level - (shaded area below)



Firm Foundation Expo & 15<sup>th</sup> International Book of Mormon Evidence Conference  
 Main Floor Vendor Area Layout - April 9-11, 2015  
 UCCU Main Level - (shaded area below)





View of Previous Expo Main Vendor Area, Fall 2014

## COMPLETE YOUR VENDOR APPLICATION & BOOTH/TABLE REGISTRATION:

All Vendors **MUST** send the following information via email to [rodneymeldrum@hotmail.com](mailto:rodneymeldrum@hotmail.com). Please be sure to include ALL required information. Incomplete applications cannot be processed.

1. Vendor Business Name -
2. Contact Person -
3. Business Phone # -
4. Contact Cell Phone # -
5. Email Address -
6. Mailing Address (Street, City, State, Zip) -
7. Federal Tax ID# or Business EIN# -
8. General Description of products/services you wish to sell at Expo -
9. Desired Booth or Table Space #'s -
10. What promotion you are going to do for the discount (website / newsletter) -
11. Preferred payment method (Check or Credit Card) -
12. **Call Rod at 801-429-9751** to complete your application, make payments and finalize your booth/table space for this event. NOTE: Do NOT send Credit Card information via email.

Make checks to: The Firm Foundation  
Send to: Rod Meldrum  
1181 West 1700 North  
Provo, UT 84604.

Be sure to complete your payments to reserve your space and receive your Early Bird Discount. Deadline is 03/20/15.

