

Galactic Expo 2023

May 20-21, 2023

Located At The Fairgrounds Nashville in the NEW EVENTS BUILDING!

401 Wingrove St, Nashville, TN 37203

Hello Exhibitors,

There have been quite a few changes since the last expo in 2019. All of you likely recall the new Fairgrounds buildings, but now there is a new Soccer stadium and parking on the grounds as well. The biggest change however is new ownership of The Galactic Expo event. You should have received an email about that introducing the new owners, Gigi & Sylvia with KC Metaphysical. Since then, there have been several delays out of our control. Katherine will still be at the event and working with us for a smooth transition. The Expo will look and feel EXTREMELY similar to what you have all come to know and love.

The purpose and mission of The Galactic Expo is to promote education and awareness of holistic health, natural healing, conscious living, and spirituality. One way we do this is by bringing together alternative health practitioners, great information resources, intuitive readers of all kinds, spiritual counselors, retailers, light workers, vendors and others in one place. Thus allowing them to come together for the health and wellness of body, mind, and spirit. This mission statement is unchanged and is one the new owners already feel strongly about with the fairs they do.

****We are now accepting applications for the 22nd Galactic Expo to be held May 20-21, 2023 at The Fairgrounds Nashville.****

Applications for this show generally fill during the Expo. This time that didn't happen, but we expect to get applications in quickly, and to sell out again, with another extensive wait list. If you are interested in doing the show, please submit an application. In years past there have been cancellations as late as setup day.

There are always booths that cancel between now and the month of the show. We fill booth space from our wait list.

Between 2020 and now there have been staff changes at the Fairgrounds, and so we are no longer in Expo #1 this makes that floor plan no longer valid. We will now be in Expo #2 AND Expo #3 making the best part of the move, the cafeteria with seating, and not just a food kiosk. Due to the changes, we don't have a floorplan just yet and will not allow for the "Pick your space" program. However, there is an area on the application to make requests.

If you are new to The Galactic Expo, our historical location has been at the fairgrounds for all 21 of our previous shows. The new buildings went up in 2020, and the Soccer stadium is now complete. Currently they are working on some roads and more parking areas. These will be done before our event in May 2023.

***A completed application and payment in full are required to hold your space. Exhibitors may, as always, sign up anytime. Booths will be assigned, if there is availability in your category. APPLICATIONS HERE, ON THE WEBSITE, will be considered as they come in and we will notify you if you are accepted. Then we will ask for Payment.

We need MAILED in applications. NO EMAIL applications will be accepted.

We keep a balance of vendors in all categories: Alternative Practitioners, Massage & Energy work, Aromatherapy, Astrology, Aura Photography, Gifts, Crystals, Jewelry, Health & Nutrition, and Psychics.

As a space opens, we will fill it from a vendor in the same category if you are on the wait list. Once we get an application we will contact you to let you know if you are accepted right then, or wait listed. **DO NOT SEND PAYMENT UNTIL YOU ARE ACCEPTED!**

Applications are not carried over from year to year. You must send in a new form for each show.

We look forward to having you join us for a wonderful 22nd Galactic Expo!

*Abundant Blessings,
Gigi & Sylvia*



Artist aerial view of new expo buildings at Fairgrounds Nashville
Beginning in 2023, The Galactic Expo will be in the Expo 2 AND 3 building.

Parking is permitted under the open sheds.

Approximately 850 parking spaces at the buildings. They are working on more parking to the left of Expo 3.
Other parking is in within the same walking distance as previous shows at the fairgrounds.

New tables, chairs and pipe & drape (black only) is expected to be in place .

Expo 1-2-3 are connected in the same way as current buildings, via roll-up doors and an entry door or two.

The Soccer Game schedule is not made and announced until Winter. For 2023 there is NO Soccer Game the weekend of our event. Yay! It's possible there will be a game on our weekend in the future.. The EXPO buildings have their own dedicated parking.

The racetrack is not this close to the Expo building, it's just to show general direction.

Half-page Vertical Ad
\$130
Max of 3 1/4"w x 9 1/2" h

Full Page ad.
\$160
Max of 7"w x 9 1/2"h

Horizontal Business Card ad:
\$40
Max of 3 1/4"w x 2"h

Vertical Business Card Ad
\$40
Max of 2"w x 3 1/4"h

Half-Page Horizontal Ad
\$130
Max of 7"w x 4 1/4"h

Quarter Page Ad
\$80
Max of 3 1/4"w x 4 1/4"h

Advertising Rates
Galactic Expo
Program is printed in B&W
Available online in color.

Ads must be Copy Ready
Deadline: March 30, 2023

Email to:
thegalacticexpo@gmail.com

Format:
Microsoft Publisher, jpg, gif, pdf
Microsoft Word

Ad Prices:
\$40 \$80 \$130 \$160

Date and Location:

- May 20-21, 2023
- **In the NEW EVENTS BUILDING – BUILDING 2 AND 3** – The Fairgrounds Nashville, 401 Wingate St, Nashville, TN 37203

Set-Up / Check-In / Show Schedule / Break-Down:

- **Set up:** is from 10am to 7 pm CST on Friday.
- **Check in:** Prior to setting up, register at the admission table at the main entrance to pick up ID badges and vendor packets.
- **Unloading on Friday and Loading on Sunday:** **Easy access will be marked on the updated floorplan.**
- **On Saturday & Sunday: FOR SECURITY REASONS:** **only the main entrance doors** can be used for entry or exit from the buildings.
- **Show Hours:** Saturday 10am – 7pm. Sunday 10am - 5pm. Nashville is on Central Time – CST.
- Doors will open for exhibitors at 9:00am on Saturday and Sunday
- Be set up and ready by 9:45am each day.
- **Break Down:** Booths need to remain active through 5pm on Sunday. Leaving early without prior arrangements may prevent you from having the ability to participate in a future show. You must be packed and out of the building by 11:00pm on Sunday.

Booth Pricing and Booth Choices:

- All booths are 10' x 10' and **are \$340 each.**
- You are welcome to purchase 2 or 3 connecting booths. If you want more, please contact us.
- This is a 2-day event. The booth cost is for both days.
- No multiple booth discounts are available.
- We keep a balance of vendors in all categories. If the maximum is reached in your category, we will keep you on our cancellation / waiting list and notify you that you are on that list.
- A completed application and payment in full or post-dated payment(s) in full is required to reserve your booth. **DO NOT SEND PAYMENT YET. WAIT TIL WE CONTACT YOU TO LET US KNOW IF YOU ARE IN OR ON WAIT LIST.**
- A completed application payment arrangement is required to place you on the waiting list.
- Your checks or payments will not be deposited until you have been Accepted. Do Not send Payment Yet. Wait until we contact you and discuss if you are in or on the wait list.
- If you wish to **pay by credit card or PayPal CONTACT US BEFORE sending in your application.**
- Applications are not carried over from year to year. A new application is required for each show.

Miscellaneous Information:

- We do offer exclusivity to some products and services. All products and services offered in your booth must be approved by the show. You must notify the show of all products and services you will be offering, even if you do not want them listed in the program or on the expo website.
- All exhibitors must complete an application.
- All **NEW readers** to The Galactic Expo will need to contact us for vetting. This entails between 1-3 readings and references.
- All sharing exhibitors must complete an application. Shared booths also share the 30-word description limit for the program. Shared booths are LIMITED.
- **ALL FOOD & DRINK** samples must have prior approval of the fairgrounds. Concession is provided by the fairgrounds. No ready to eat food can be sold at the Expo.

Each booth comes with:

- All booths are 10' x 10' and come with pipe and drape. The fairgrounds is getting new black drape. **Colors will no longer be available.**
- Wall booths have 8'H drape at back and 3' Hat sides. Some aisle booths will have 8'H draping at the back. Others will have only 3'H draping.
- TWO Metal folding chairs provided.
- One rectangular table. Tables are 6' x 2 ½' or 8' x 2 ½'. Tables are not skirted. You will need to provide table covering.
- One 8 ½" H x 11" W white cardstock booth sign.
- One table of contents listing per sign.
- Up to four ID Badges per booth for you, your sharing vendor and booth workers. **Additional ID badges available at \$5 each**
- One 30-word description per booth for the printed program.
- One 100-150 word description per exhibitor for the Galactic Expo website. Please submit a picture for the website.

Electricity:

- For all booths: **Cost is \$25** if ordered before April 15th. **\$50** after April 15th. **and \$100** on set-up day.
- Outlets are shared, regardless of location. Bring surge protectors, power strips, and extension cords.
- The Fairgrounds **Staff will plug in your electricity for you.** You may plug in to your power strips, but the Staff **MUST** plug in the power into the floor.

Additional Tables:

- Additional 6' or 8' tables are \$10 each in advance or \$15 each after April 15, and \$25 on set up day.
- Additional chairs are \$3 each or \$5 each after April 15.
- Card tables **are not** provided-please remember to bring your own.

Sharing of Booth Spaces:

- Booths may be **shared with show approval only.** Generally this will be for some readers only and LIMITED.
- Sub-letting of your booth is **not** permitted.
- Adding a vendor to your booth without show approval is not permitted.
- Inviting a customer or other healer / reader into your booth during the show to provide services or assist you with yours is not permitted.
- The primary contact person is responsible for all payments or payment arrangements and for informing helpers and others in their booth of all terms and conditions of the show. For anyone sharing your booth, a listing of services and products being offered must be turned in with your application or mailed to us in a timely manner.

The Galactic Expo
1221 W. 103rd Street, #173
Kansas City, MO 64114
816-699-0299

Contact: Gigi or Sylvia ~ thegalacticexpo@gmail.com

Payments:

- Booth payments, fees, and advertising costs may be paid by cash, check, or money order. ONCE WE CONTACT YOU WE WILL GIVE YOU PAYMENT DIRECTIONS (who to make check out to) and it will be sent to the address on this application. Credit card payments are processed through our PayPal account and a 3.5% processing fee will be added to your invoice. Cash arrangements need to be discussed.

- Payment in full, or PayPal credit card arrangements and a completed application is required to hold your booth, but again, wait to hear from us.

Booth Cancellations / Refund Policy:

- Full refund if cancellation is done by February 28th.

- 50% refund if cancellation is done by March 31st.

- After April 1st, No Refunds under any circumstances.

- **You must check-in by 1 pm Friday (unless you have made prior arrangements). If you have not registered, then your booth will be re-assigned and you will forfeit your right to participate in the show and forfeit all fees and monies paid.**

\$1 OFF Admission Coupons were discontinued, effective with the 2019 show.

- Tickets will be sold ONLY at the door. Online ticket sales are discontinued. No advance ticket sales of any kind.

Lectures / Talks & Workshops:

- Lectures / talks are free to the customer, presented free by the exhibitor, and presented at no cost to the exhibitor.

- Each talk is **45 minutes long**, including any question and answer period you may want to include.

- Please include a topic and description on your application if you are interested in presenting a lecture.

- Lectures will be finalized in March.

- We will offer one paid presentations per day. These are chosen at the discretion of the show, and prices for admission to them are \$10 for a 45-minute group gallery / group reading. Submit a topic and description if you would like to be considered for a paid presentation. You may opt to present them for free as well.

Other Information:

- Due to **fire and safety regulations**, aisles must be kept clear of displays, furniture or other items. All displays and merchandise must be kept inside the allotted space.

- **We are not permitted to have open flames or burning incense.**

- Signs and advertisements must be kept in allotted space. Banners/signs promoting you or your business may be hung from the draping.

- We are not permitted to tape or pin anything on the walls or doors of the building including in the restrooms and stall doors.

- All exhibitors are expected to keep their exhibit space clean and attractive.

- Exhibitors may not display any object that would be considered offensive or in poor taste and agrees to remove said objects if asked to do so by management.

- All exhibitors are considered independent contractors and all necessary permits, licenses, insurance, credentials, and taxes are the sole responsibility of all participants.

- **Nobody under the age of 13** is permitted to work or be in your booth during show hours.

- Each exhibitor is responsible for the security at their booth during expo hours. We provide security during show hours. The building is locked after hours; an alarm system is in place during off hours.

- Alcoholic beverages, illegal substances or illegal activities are not permitted on premises.

- Management expects and requires all exhibitors to behave in a professional and ethical manner at all times. No inappropriate language or body contact is permitted.

- Management reserves the right to ask exhibitors to leave because of unprofessional, unethical, illegal or unacceptable behavior that exhibits gross disrespect for another person or persons and/or their rights and/or property. If exhibitor is asked to leave, all fees, deposits, and payments are forfeited, and they will be prohibited from participating in future events.

- In the event that a show becomes unusable or cancelled due to causes not within our control, exhibitors release The Galactic Expo, Sylvia Vallotton, Gigi Woodman and all sponsors from all claims, damages, or loss. Refunds will be issued on a pro-rated basis, less all expenses incurred by the show.

- The Galactic Expo reserves the right to determine the eligibility of each exhibitor to participate in the shows. This right may be exercised before or during the show, even if booth deposits or payments have been made.

- **Management assumes no risk.** By acceptance of this agreement, the Exhibitor agrees to hold harmless Sylvia Vallotton, Gigi Woodman, The Galactic Expo and any sponsors and releases the Management from any and all liability for damage, injury, or loss to any person, property, or goods, which may arise during or as a result of this event.

*****Prices for services are required to be clearly posted*****

All exhibitors set their own prices for services and merchandise.

It is your responsibility to collect payment and sales taxes from the customer.

As of this printing, services of the types provided at the Expo are not sales taxable in Tennessee.

Questions? Contact Gigi or Sylvia: thegalacticexpo@gmail.com or 816-699-0299

1221 W 103rd St #173, Kansas City, MO 64114.

The Galactic Expo
1221 W 103rd Street #173
Kansas City, MO 64114
816-699-0299

May 20-21, 2023

The Galactic Expo is held at the:
The Fairgrounds Nashville
IN BUILDING 2 & 3 OF THE NEW EVENTS BUILDING
401 Wingate St, Nashville, TN 37203



- Please type, write or print clearly. **MAIL ALL CONTRACTS. NO EMAIL**, sorry. .
- Read terms & conditions, sign application / contract on back.
- Completed application and payment in full is required to hold your space. **DO NOT SEND PAYMENT YET.**
- Make checks payable to: WE WILL CONTACT YOU. Mail to: The Galactic Expo, 1221 W. 103rd St. #173, Kansas City, MO 64114
- Questions? Contact: Gigi or Sylvia thegalacticexpo@gmail.com 816-699-0299

Name on Booth Sign, Program Listing & Expo Website:

(8 1/2" h x 14" w cardstock sign. Max 40 letters / spaces for name. Includes 1 table of contents listing. City/State not included in limit.)

City/State

Name on Additional Booth Sign. (Cost \$5)

Sign includes 1 table of contents listing

Description for Program. 30 words per booth even if sharing. Optional: 100-150 words per exhibitor for website. Email a picture for the website. Attach extra page if needed.

Contact Info for Program & Website Maximum of 3. Ex: Phone, email, website

Names for ID Badges: up to 4 included with your booth fee

1.

3.

2.

4.

I would be interested in offering a 45-Minute FREE mini-seminar /presentation / workshop.

30 words or less for program. 100 words for website. Presentations chosen in January based on submissions.

Title:

Description:

I would be interested in offering a 45-Minute FREE mini-seminar /presentation / workshop on a second topic or a Group Gallery / Reading. \$10 admission to customers for group readings. If you will offer this presentation for FREE, check here _____.

30 words or less for program. 100 words for website. Presentations chosen in January based on submissions.

Title:

Description:

*We do give exclusivity to some products / services. Be sure to inform the show of all products or services being offered in your booth.

*Group Readings and Workshops: Split 50% to the presenter, 50% to the show.

The Galactic Expo

1221 W 103rd St #173, Kansas City MO 64114 816-699-0299
thegalacticexpo@gmail.com www.galacticexpo.com

Booth Requests (example: near loading dock, corner, near bathroom)

We will do our best to keep your requests in mind.

PROGRAM DIRECTORY CATEGORIES. (One category is included with each booth sign. Additional categories may be purchased for \$2 each)

- _____ Alternative / Bodywork / Energywork / Holistic / Hypnosis / Massage Therapies
- _____ Aromatherapy / Candles / Essential Oils / Herbs / Soaps
- _____ Astrology / Aura Photography
- _____ Authors / Retreats / Tours / Workshops
- _____ Body / Mind / Spirit / Spiritual
- _____ Books / Gifts / Clothing
- _____ Crystals / Jewelry
- _____ Health Information / Products / Nutrition / Alternative Health Devices
- _____ Music / Visionary Art
- _____ Pet Communicators
- _____ Psychics / Intuitives / Mediums / Channels

Each booth comes with one table and Two Chairs.

Please check:

- _____ No table
- _____ 6' table
- _____ 8' table
- _____ No chairs
- _____ Two chairs

Booth and Additional Fees:

- _____ Booth Fee: Qty of 10' x 10' booths x \$340
- _____ Additional Booth signs x \$5 each
- _____ Additional Directory Listings x \$2 each
- _____ Additional 6' table x \$10 each
- _____ Additional 8' table x \$10 each
- _____ Additional Chairs x \$3 each
- _____ Additional ID badges x \$5 each
- _____ Electricity for your booth x \$25
- _____ Additional Program Advertising

- Each booth includes one booth sign + one directory listing
- Extra sign includes one directory listing
- For extra listings over the one(s) included with your sign(s)
- Bring table covering
- Bring table covering

Up to 4 included with booth fee. For helpers / booth mates only.
 \$25 now. \$50 after April 15 \$100 at set-up **bring your own powerstrips/cords**

- _____ \$40 Business Card size _____ \$130 Half Page
- _____ \$80 Quarter Page _____ \$160 Full Page

TOTAL DUE

Payment or payment arrangements in full due with your completed application to reserve your booth.

PayPal Invoices will be sent to you if you need to pay by credit card..

Send a PayPal Invoice to this email: _____

Contact Information Notify the Galactic Expo of any address change. You will risk losing your booth if we are unable to contact you:

Name _____
 Address _____
 City/State/Zip _____
 Phone _____
 Cell Phone _____
 E-mail _____
 Website _____

By signing this contract, I agree that: I have read, understand and agree to abide by the terms and conditions of this contract.
 As a primary contact person, I agree to be responsible for all payments and fees and to inform all other exhibitors and helpers in my booth of all terms and conditions.
 I have read and understand the Booth Cancellation/Refund Policy

Signature _____ Date _____

Flyers and postcards will be mailed to you to distribute in your area and at other events you attend. Digital versions will be emailed to you for your social media.

_____ Quantity of postcards.

If you are new to the expo, how did you find out about us? _____

Sign and return completed application, pages 6 & 7 to Galactic Expo. Enclose Payment. Keep all other pages for your records.

For Office Use Only:							
6	8	CH	WE	DE	F	PC	PP

