



Galactic Expo 2024

May 18-19, 2024

Located at The Fairgrounds Nashville, Expo 2 & 3

401 Wingrove St, Nashville, TN 37203

Hello Exhibitors,

We had a great show in 2023 and are looking forward to 2024. We are pleased to have a bit more time to plan and get everything ready for our 2024 event. Our other shows have had a great 2023 season. A few changes occurred, such as our website is now Cell Phone compatible. Another change will be that we will offer ad design services. If you need that service it will be \$50. Contact to discuss. As we have more vendors, the number of endcaps and corners will decrease, so keep that in mind. Preference will be given those who had them in 2023.

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.

****We are now accepting applications for the 23rd Galactic Expo to be held May 18-19, 2024 at The Fairgrounds Nashville.****

Applications for this show generally fill during the Expo. and we expect to get applications in quickly, and to sell out. If you are interested in doing the show, please submit an application. If we are full in your category we can put you on the waitlist. In years past there have been cancellations as late as setup day. Applications will be up on the website now as well. If you are a returning vendor, please make sure to get your application ASAP. Starting January 1, 2024 if we have NOT gotten your application we will assume you are not attending.

Between 2020 and now there have been staff changes at the Fairgrounds, so going forward 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. We no longer do the "pick your booth" option, but there is a place for booth placement requests. The 2 rooms worked really well for 2023 and the cafe food is actually tasty at a reasonable price.

If you are new to The Galactic Expo, our historical location has been at the fairgrounds for all 22 of our previous shows. The Fairgrounds is changing and growing with the soccer stadium now being on the grounds and more parking being added.

***A completed application and payment in full, or arrangements are required to hold your space. Exhibitors may, as always, sign up anytime. Booths will be assigned, if there is availability in your category. If you need payment arrangements, contact us ASAP.

Applications need to be MAILED to us. NO EMAILED 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.

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 23rd Galactic Expo!

PLEASE do not share this application with others. Send them to the website

*Abundant Blessings,
Gigi & Sylvia*



Artist aerial view of Expo buildings at Fairgrounds Nashville
The Galactic Expo will be in the Expo 2 AND 3 buildings.
Parking is permitted under the open sheds.
Approximately 850 parking spaces at the buildings.

The Soccer Game schedule is not made and announced until Winter. For 2023 there was 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. Where the racetrack is shown is pretty much a parking lot for Expo 3.

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

Advertising Rates
Galactic Expo
Program is printed in B&W
Program is also on the website.

Ads must be Copy Ready
Deadline: February 28, 2024

Email to:
thegalacticexpo@gmail.com

Format:
.jpg, .gif, .png

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

AD DESIGN SERVICES
AVAILABLE. CONTACT US.

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

Date and Location:

- May 18-19, 2024
- **EXPO 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, MAY 17, 2024
- **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:** Check in and we will tell you where parking is for easiest access to your booth.
- **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 9:30 on Saturday, and 9:45 on Sunday.
- **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.
- A completed application and payment / payment arrangement is required to place you on the waiting list.
- Your checks or payments will not be deposited until you have been accepted.
- If you wish to **pay by credit card or PayPal** indicate that on the application and we will INVOICE you. Those payments can be split.
- 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 are LIMITED and generally for READERS only.
- **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. All the drape is BLACK.
- Wall booths have 8'H drape at back and 3' H at sides. Most aisle booths will have 8'H draping at the back.
- TWO Metal folding chairs provided. If you want a more comfortable chair or padding, bring it.
- 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 word description per exhibitor for the Galactic Expo website. Please submit a picture for the website (you will get an email where you will load images..)

Electricity:

- For all booths: **Cost is \$25** if ordered before April 1st. **\$50** after April 1st. **and \$100** on set-up day.
- Outlets are shared, regardless of location. Bring surge protectors, power strips, and extension cords.
- To tape down your electrical cords you MUST use Painters Tape or Gaffers Tape. NO DUCT TAPE. It leaves residue and YOU will be charged.

Additional Tables:

- Additional 6' or 8' tables are \$10 each in advance or \$15 each after April 1st, and \$25 on set-up day.
- Additional chairs are \$3 each or \$5 each after April 1st
- 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. Make payable to: WE WILL CONTACT YOU IF NEW. IF RETURNING, SEE EMAIL THAT WAS ATTACHED. and mail to:IF NEW WE WILL CONTACT YOU. IF RETURNING SEE EMAIL. Credit card payments are processed through our PayPal account and a **3% 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.

Booth Cancellations / Refund Policy:

- Full refund if cancellation is done by January 31, 2024.
- 50% refund if cancellation is done by February 28, 2024.
- After February 28, 2024, No Refunds under any circumstances.
- **You must check-in by 1pm 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.**
- Tickets will be sold ONLY at the door. 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 offer ONE or TWO paid presentation 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. Galleries are generally the only thing that does well for a PAID presentation, other topics will NOT be considered for the Paid presentation.

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. If you have a tent, please check with us for rules and regs.
- **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 an 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 canceled 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 18-19, 2024

The Galactic Expo is held at the:
The Fairgrounds Nashville, Expo 2 & 3
401 Wingate St, Nashville, TN 37203

- Please type, write or print clearly. **MAIL YOUR APPLICATION TO US. NO EMAIL.**
- Read terms & conditions, sign application / contract on back.
- Completed application and payment in full is required to hold your space.
- Make checks payable to: We will contact you if accepted. If returning vendor, see EMAIL attached to this application.
- 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.

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.

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

Number of Name Badges Needed including yourself?

CIRCLE ONE

1 2 3 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 March based on submissions.

Title:

Description:

I would be interested in offering a 45-Minute PAID GALLERY. \$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 March 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.**

Booth Requests (example: near loading dock, corner, near bathroom. NOTE there will be LESS number of true endcaps. Preference WILL be given to those who had them in 2023.)

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
- _____ 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/ Astrology/ Aura Photo

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

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)

- _____ Additional 6' table x \$10 each

Bring table covering

Bring table covering

- _____ Additional 8' table x \$10 each

- _____ Additional Chairs x \$3 each
- _____ Additional ID badges x \$5 each
- _____ Electricity for your booth x \$25

Up to 4 included with booth fee. **For helpers / booth mates only.**

\$25 now. \$50 after April 1 \$100 at set-up **bring your own powerstrips/cords**

- _____ Additional Program Advertising

_____ \$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 a 3.5% processing fee will be added..

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/fliers _____

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

Sign and return completed application, pages 6 - 8 to Galactic Expo. Enclose Payment. Keep all other pages for your records.

For Office Use Only:							
6	8	CH	E	NB	AD	PC	