



Missionary Baptist General Convention of Texas

Reverend Dr. George V. Clark, President

Women's Ministry

Dr. Frances C. Worthey, Director

P. O. Box 155075, Waco, Texas 76715

Seventh Annual Women & Girls' Conference

Thursday, May 27, - Saturday, May 29, 2010

Sheraton Dallas Hotel – 400 North Olive Street - Dallas, Texas

Attention: Vendor Booth Exhibitors

February 9, 2010

Dear Exhibitor:

Greetings in the Name of Our Lord and Savior Jesus Christ!

We are extremely excited, as we prepare for our Seventh Annual Women & Girls' Conference of the Missionary Baptist General Convention of Texas. This year's conference, will be held Thursday, May 27th through Saturday, May 29th at the Sheraton Dallas Hotel, 400 North Olive Street, Dallas, Texas. The Conference Leadership Team would like to extend a special invitation to you to be one of our Vendors.

The vendor booth area will be located in a visible and open space easily accessible to all Conference attendees. Even though we have a spacious area this year, booths will be assigned on a first-paid basis. ALL Vendors are asked to please refrain from changing their assigned 10 by 10 booth space.

The cost for **each booth space is \$250.00**, which includes one six foot table, and two chairs. Additional tables or electrical access are available at \$25.00 each, extra chairs are \$10.00 each.

Registration deadline is May 15, 2010. Please send the enclosed application form along with your check or money order payable to:

MBGCT WOMEN & GIRLS' CONFERENCE

ATTN: EXHIBIT BOOTHS

P.O. BOX 155075

WACO, TEXAS 76715

Feel free to make copies of the application form. We look forward to receiving your application form and hearing from you prior to May 15, 2010. May God bless you and continue to shower you with His favor.

Yours in Christ,

Cynthia Jackson

Cynthia Jackson
Exhibit Booth Team Leader

(214-8589)

Cjackson2151@sbcglobal.net



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Conference Exhibit Booth Application

(Please print)

Name of Business:	
Name of Owner/Operator:	
Type of Merchandise to be Sold:	

Address of Business:			
City	State	Zip	
Business Phone: ()	Home Phone: ()	Fax: ()	

Booth Space (10' X 10' area with a table, 2 chairs, and an exhibitor's Name Card) Electricity Needed: Yes / No	\$250.00	\$ _____
Booth Space - After May 15, 2008	\$275.00	\$ _____
Additional tables & chairs may be requested at the cost of:	\$25.00 per table \$10.00 per chair	_____ = \$ _____ _____ = \$ _____
TOTAL		\$ _____

I hereby agree to observe the guidelines for Booth and Exhibitors established by the Women & Girls' Conference.

Signature of Exhibitor _____ Date _____

This section for office use only

Booth #:	Check #:	Amt. Rec'd: \$	Total # Booths:
Approved by Conference Representative:	Date Rec'd:		



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francesworthey@sbcglobal.net or jointwomenmbgct.org

254-752-9587 or 254-752-0142

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Guidelines for Vender Booth Exhibits

1. The Exhibit Area is the only location for booths or exhibits.
2. The Conference Exhibits will be open Thursday, Friday and Saturday. All exhibits can be set up as early as Thursday morning, May 27, 9:00 A.M., and must be dismantled by 5:00 P.M. Saturday, May 29, 2010.
3. The Sheraton Dallas Hotel prohibits any type of playing of audio equipment.
4. The Sheraton Dallas Hotel **strictly** prohibits no cooking and no selling of food from booths.
5. A posted sign is required stating your policy for non-returnable products.
6. Exhibitors may be required by the State of Texas to pay a state Sales Tax of .0825% of all sales receipts.
7. You are prohibited from using or selling items that bear the name, logo, or mark of "Missionary Baptist General Convention of Texas" unless approved by the Conference officials.
8. Additional tables, and chairs, may **not** be used to set up another booth unless previously paid for and recorded by the Women and Girls' Conference Finance Team. Any additional equipment or fixtures **must** be contained within your allotted space.
9. Cancellation policy: All pre-registered Exhibitors who desire to cancel must send a written notice prior to May 15, 2010 which is eleven (13) days, before the Conference begins. A \$75.00 service fee will be retained, for all cancellations, and a \$35.00 charge will be assessed for all returned or NSF checks. There will be **NO** refunds issued after May 24, 2010.

VIOLATION OF THESE RULES MAY RESULT IN THE FORFEIT OF FEES, AND EXHIBITORS WILL BE ASKED TO IMMEDIATELY VACATE THE PREMISES BY AUTHORIZED PERSONNEL OF THE CONFERENCE.