

CAMPBELL CHAPEL A.M.E. CHURCH
Desert/Mountain Annual Conference
P.O. BOX 18563
DENVER, CO 80218-0563
Rev. Dr. Regina C. Groff, Pastor

June 1, 2009

Dear Prospective Exhibitor,

The historic Campbell Chapel A.M.E. Church is excited to host the 123rd Session of the Desert/Mountain Annual Conference, Monday, August 17 – Sunday, August 23, 2009 in Denver, Colorado.

We are now accepting **Exhibitor Applications** for this year's annual conference. Please read the application CAREFULLY in its entirety. Your completed application and full payment must be returned to the address listed on the application before July 25, 2009. If you have not received notification by mail or email that your application has been received within seven days after mailing your application, please contact Cynthia Utsey - (303) 333-6442 or cynthia_utsey@msn.com.

Please remember that application acceptance is **not** based on the date the application is received. Application selection will be solely at the discretion of Campbell Chapel A.M.E. Church Exhibitor Committee. In addition we are **not** accepting personal checks. **Your payment must be made with a money order or certified check.** If you are selected to exhibit at this year's annual conference, you will receive notification of acceptance by July 30, 2009. Otherwise your payment will be returned to you immediately after exhibitor selection.

Please note that ALL items to be exhibited must reflect the **SPIRITUAL** nature of the conference. Also, ALL items that you plan to exhibit must be individually listed on your application. Items not listed cannot be exhibited. ALL rules will be strictly enforced!

Exhibitors will be allowed one space/table per exhibitor. ALL exhibits will be displayed inside the Exhibit Hall at the Renaissance Denver Hotel. Applications not received by the July 25, 2009 deadline will not be considered.

We look forward to your participation and our prayer is that God will continue to bless you and prosper your business.

Yours in Christ,

Rev. Dr. Regina C. Groff
Pastor

Cynthia M. Utsey
Exhibitor Coordinator

CAMPBELL CHAPEL A.M.E. CHURCH
P.O. BOX 18563
DENVER, CO 80218-0563
Rev. Dr. Regina C. Groff, Pastor

123RD SESSION OF THE DESERT/MOUNTAIN ANNUAL CONFERENCE
EXHIBITOR APPLICATION

(PLEASE CLEARLY PRINT OR TYPE INFORMATION)

NAME _____
(FIRST) (MIDDLE) (LAST)

BUSINESS NAME _____

HOME/BUSINESS ADDRESS _____
(STREET ADDRESS)

(CITY) (STATE) (ZIP CODE)

TELEPHONE _____ (Home/Business) _____ (Cell)

E-MAIL ADDRESS _____

EXHIBITOR CATEGORY (Please refer to list of categories for details.)

For more information, contact Cynthia Utsey - (303) 333-6442 or cynthia_utsey@msn.com.

AGREEMENT

- PLEASE be mindful that this is a SPIRITUAL CONFERENCE when selecting items(s) to exhibit.
- PLEASE make certain that you list ALL items that you plan to exhibit. Items not listed on your Exhibitor's Category List Sheet may not be displayed.
- One table or space will be provided per exhibitor. The cost is \$375.00 for the full week (Monday-Saturday) or \$75/day. This fee must accompany our application. The cost includes one (1) six (6) foot draped exhibit table or space.
- Application and payment must be returned to the following address before July 25, 2009: Campbell Chapel A.M.E. Church, P.O. Box 18563, Denver, CO 80218-0563
- Exhibitors will be permitted to setup tables from 10:00 A.M. – Noon, Monday, August 17, 2009. The Exhibit Hall will be open from Noon on Monday, August 17 through 5:00 P.M. on Saturday, August 22, 2009. All exhibitor items must be displayed on or in the (1) allotted table or space.
- Campbell Chapel A.M.E. Church reserves the right to decline an application based on previous undesirable behavior.
- Once your application is approved, NO REFUND will be granted. If your application is not approved, your payment will be returned to you immediately after the exhibitor selection.
- NO consumable products may be sold, i.e., candy, cookies, vitamins, and dietary supplements.
- Each Exhibitor will be responsible for the security of his/her merchandise. The Exhibit Hall is not a secure area.
- Each Exhibitor will be responsible for the removal of their trash at the conclusion of the conference. Failure to do so, will result in the exhibitor not being invited to attend future conferences.

NOTE: We suggest that you keep a copy of your application and application fee for your records

If you, the Exhibitor, accept the guidelines in this application, please read the following, sign and return your application.

I agree to indemnify and to hold harmless the Campbell Chapel A.M.E. Church and the Renaissance Denver Hotel, from and against any actions, losses, costs, damages, claims, and expenses (including attorney's fees) arising from purchase of any items sold or damaged, damage to property or bodily injury to exhibitor, his or her agents, representatives, and/or employees by reason of the exhibitor's occupancy or use of the exhibitors facilities.

(EXHIBITOR'S SIGNATURE)

(DATE)

EXHIBITOR CATEGORY LIST SHEET

EXHIBITOR NAME: _____

EXHIBITOR CATEGORY: _____

LIST ALL ITEMS IN THE ABOVE-REFERENCED CATEGORY THAT THE EXHIBITOR WILL DISPLAY:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

EXAMPLE:

EXHIBITOR'S NAME: JUDY'S BOUTIQUE

EXHIBITOR'S CATEGORY: CLOTHING

ITEMS:

1. WOMEN'S SUITS

2. DRESSES

3. BLOUSES

4. GIRL'S AND BOY'S SHORT SETS

5. MEN'S PANTS

6. SHIRTS

EXHIBITOR CATEGORIES

As a part of the exhibitor application, each exhibitor must select items from one (1) of the categories listed below:

ART GALLERY:	Prints, framed art, and lithographs.
ARTS/CRAFTS:	Handmade jewelry, figurines, plaques, paper mache, ceramics, magnets, dolls, tote bags.
BOOKS:	Spiritual, motivation, self-help, children's, African American authors, etc.
CLOTHING:	Includes dresses, African attire, skirts, scarves, pants, blouses and shirts.
COMPUTER SOFTWARE:	Computer software, software help books, and instructional material.
HAIR CARE/ COSMETICS:	Shampoos, conditioners, hair oils, nail products, skin care products, body oils, lotions, cosmetics
HATS, HANDBAGS, & SHOES:	Handbags made from cloth, beads, canvas, leather; hats made from cloth, felt, straw; shoes made from cloth, canvas, leather.
HOME DÉCOR:	Quilts, pillows, doilies, coasters, napkins, table linens, place mats, bible covers, pot holder/mitts, candles, and candle holders.
INSURANCE/ INVESTMENT:	Insurance and investment information, applications, fact sheets, and pamphlets on insurance and investments.
JEWELRY:	Fine and costume jewelry, earrings, necklaces, rings, and bracelets.
SPORTS WEAR:	T-shirts, sweat suits, exercise wear, and caps.