

# 12TH ANNUAL PINEBELT WOMEN'S EXPO

**FRIDAY & SATURDAY  
MAR. 1-2, 2024**  
FRI: 5:30-7:30PM (VIP)  
SAT: 10AM-3PM  
HISTORIC TRAIN DEPOT  
DOWNTOWN HATTIESBURG  
[PINEBELTWOMENSEXPO.COM](http://PINEBELTWOMENSEXPO.COM)

## *What is the Pine Belt Women's Expo?*

The very first Pine Belt Women's Expo took place in 2011 in Downtown Hattiesburg. We are excited to be back in Downtown Hattiesburg thanks to a partnership with the **Hattiesburg Downtown Association!**

This event is designed to enrich, empower, and entertain women in an environment of celebration and fun. We aim to positively impact the lives of women as they find products and services that make a difference in their lives.



The Expo is produced by **Emerge Events**, a small event planning company based in Hattiesburg but involved in events all over the world. The owner, Jennifer Clark, is passionate about bringing people together through events like the Expo.

## *Why should you join us as an exhibitor?*

- Get face-to-face with women who are looking for services and products like yours
- Let our attendees get to know the people behind the service or product
- Gather leads and build your database
- Grow your brand awareness
- Showcase and sell your products
- Promote, demo, and test new or seasonal products and services
- Recruit employees or volunteers
- Show appreciation to your existing customers and inspire customer loyalty
- Meet, network and collaborate with fellow exhibitors

## **SPONSOR THE EXPO!**

Show your support for the Expo and for women in our community by sponsoring this event! Your sponsorship will help us make this event as impactful as possible, while also increasing your visibility. More information on page 3.

**PRODUCED BY:** **EMERGE EVENTS**  
**CONTACT:** JENNIFER CLARK  
JENNIFER@EMERGEEVENTS.COM  
[PINEBELTWOMENSEXPO.COM](http://PINEBELTWOMENSEXPO.COM)



**EXHIBITOR RATES & DETAILS**

*For food vendor inquiries contact  
[Jennifer@EmergeEvents.com](mailto:Jennifer@EmergeEvents.com).*

**EXPO & EXHIBIT TIMES**

**Friday, 5:30 - 8:00PM: Women's Expo Ladies' Night Out** - Ticketed Event  
*Ticket amount TBD.*

**Saturday, 10AM - 3PM: Women's Expo** - Free Admission  
*In lieu of an admission fee on Saturday, attendees will be encouraged to donate to one of our nonprofit exhibitors. Donation boxes will be available at the Info Desk on Friday and Saturday. Nonprofits can also fundraise or sell items in their booths.*

**INDOOR RATE - \$275**

**Nonprofit Indoor Rate - \$165**

- Indoor exhibitor space (various sizes available, exhibitor space chosen before booking to ensure availability)
- Electrical outlets are available but are limited and will require an extension cord and power pad as they will be shared with other exhibitors

**OUTDOOR RATE**

**Covered - \$175, Uncovered - \$75**  
**Nonprofit Rates: Covered - \$105, Uncovered: \$50**

- Outdoor exhibitor space - various sizes available
- Electricity is not available outdoors
- If setting up Fri. night must take down and set back up on Saturday morning
- *Note: If booking an outdoor uncovered space, note that this is a rain or shine event and exhibitor fees are nonrefundable*

- We recommend exhibitors set up for the entire event, however, Friday night is optional.
- Setup/takedown time: If participating Friday setup begins at 1PM. Outdoor exhibitors must take down at 8PM and move items indoors or off premise and set back up on morning. If not participating Friday setup begins Saturday at 7AM.
- All exhibitors will be included on Expo map, website, and social media promotions
- WIFI is available but may not be reliable, having an alternative is recommended if an internet connection is needed.
- Except for sponsors, tables and chairs are not provided.
- Draping and booth dividers are not provided. If you want to hang a banner, you need to bring in your own piping/frame or find another method for hanging. Nothing can be taped or adhered to walls or windows.
- Booth sharing is allowed, but entire exhibit must still fit inside the allotted space.
- Entire setup **MUST** fit inside exhibitor space.
- Read "Exhibitor Rules and Regulations" on page 4.
- Pre-Expo exhibitor meetings will be offered.



## SPONSORSHIP INFORMATION

<p><b>PLATINUM SPONSOR</b>  <b>\$5500</b></p> <ul style="list-style-type: none"> <li>• 20'x10' booth space near entry + 2 tables and 2 chairs</li> <li>• Logo on Expo Map handout</li> <li>• Logo on website, event signage, and promotional materials</li> <li>• Social media mentions</li> <li>• Included in Expo advertising</li> <li>• 10 tickets to Ladies' Night Out on Friday night</li> <li>• Opportunity to speak at Pre-Expo Exhibitor Meeting</li> </ul>	<p><b>BAG SPONSOR</b>  <b>\$3500 (limit 1)</b></p> <ul style="list-style-type: none"> <li>• 2 exhibitor spaces + 2 tables and 2 chairs</li> <li>• Logo on 1000 reusable Expo bags</li> <li>• Logo on website, event signage, and promotional materials</li> <li>• Social media mentions</li> <li>• Included in Expo advertising</li> <li>• 6 tickets to Ladies' Night Out on Friday night</li> <li>• Opportunity to speak at Pre-Expo Exhibitor Meeting</li> </ul>	<p><b>GOLD SPONSOR</b>  <b>\$3000</b></p> <ul style="list-style-type: none"> <li>• 2 exhibitor spaces + 2 tables and 2 chairs</li> <li>• Logo website, event signage, and promotional materials</li> <li>• Social media mentions</li> <li>• Included in Expo advertising</li> <li>• 6 tickets to Ladies' Night Out on Friday night</li> <li>• Opportunity to speak about company at Pre-Expo Exhibitor Meeting</li> </ul>
<p><b>PHOTO BOOTH SPONSOR</b>  <b>\$1500 (limit 1)</b></p> <ul style="list-style-type: none"> <li>• 1 exhibitor space + 1 table and 2 chairs</li> <li>• Signage at photo booth</li> <li>• Logo on website, event signage, and promotional materials</li> <li>• Social media mentions</li> <li>• 4 tickets to Ladies' Night Out</li> </ul>	<p><b>EXHIBITOR HOSPITALITY SPONSOR - \$1500</b></p> <ul style="list-style-type: none"> <li>• 1 exhibitor space + 1 table and 2 chairs</li> <li>• Signage at exhibitor meeting and exhibitor refreshment area at Expo</li> <li>• Exhibitor table setup at exhibitor meeting</li> <li>• Opportunity to speak about company at exhibitor meeting</li> <li>• Logo on website, event signage, and promotional materials</li> <li>• Social media mentions</li> <li>• 4 tickets to Ladies' Night Out</li> </ul>	<p><b>SUPPORTING SPONSOR</b>  <b>\$750</b></p> <ul style="list-style-type: none"> <li>• 1 exhibitor space + 1 table and 2 chairs</li> <li>• Listed on website</li> <li>• Listed on Expo sponsor signs</li> <li>• Social media mentions</li> <li>• 2 tickets to Ladies' Night Out</li> </ul>
<p><b>MEDIA SPONSORS</b></p> <p>Contact Jennifer Clark at <a href="mailto:Jennifer@EmergeEvents.com">Jennifer@EmergeEvents.com</a> for information on media partnerships.</p>		

## **EXHIBITOR RULES & REGULATIONS**

### **BOOTH SPACE**

Booth size varies based on location. Electricity is available in only limited locations, and not available outdoors. Tables and chairs are NOT provided except for sponsor, but can be rented. Tables/ furniture brought in but must fit in the allotted space. Booth decorations are encouraged. Backdrops and booth dividers are not provided. Piping/framing must be brought in if wanting to hang a banner. Nothing can be adhered to walls or windows.

**FOOD AND BEVERAGES** Aside from giving out small pieces of candy or small samples of food, giving out or selling of food or beverage must be approved.

**BOOTH SETUP/TAKEDOWN** For those exhibiting Friday night, setup begins Friday at 1PM. Outdoor vendors exhibiting Friday night must take down at 8PM and move items indoors or off premise overnight and set back up again on Saturday morning. Saturday setup begins at 7AM. Take down on Saturday begins at 3PM and must be completed by 5PM.

**DOOR PRIZES** Each Exhibitor is asked to provide a door prize for Expo, minimum \$25 total value. This is separate from door prizes or giveaways at exhibit booths. Exhibitors are welcome to do their own drawings or giveaways at their booth.

**EXPO CANCELLATION** In event of expo cancellation due to fire, natural or man-made disasters, strikes, governmental regulations or other causes beyond our control, Expo Management shall determine an equitable basis for refunds after consideration of expenditures and commitments already made. Fees are not refunded for any other reason.

**NO OTHER REPRESENTATIONS** No oral representations, conditions, or promises will be honored unless in writing. All agreements have been incorporated into this document and supersede any other representations made by either party.

**VIOLATIONS** Exhibitor shall be bound by rules and regulations set forth herein. All matters and questions not covered will be subject to final judgment and decision by Expo Management. Any violations by Exhibitor of rules and regulations herein shall be subject to cancellation of contract to occupy exhibit space, and forfeiture of any monies paid on account thereof upon due notice of cancellation. Expo Management has right to take possession of Exhibitor's space, remove all property of Exhibitor and hold Exhibitor responsible for all risks and expenses incurred in such an event.

**LIMITATION OF LIABILITY** Exhibitor hereby agrees to hold Expo Management, Emerge Events, and facility harmless from, any and all claims, demands, suits, liabilities, damage, loss, costs, attorney fees and expenses of whatever kind or nature which might arise out of any action or failure to act of Exhibitor or any of its officers, agents, employees, or other representatives, including but not limited to claims of damage or loss to property or harm or injury to a person or persons.

**BUILDING REGULATIONS** It is understood that Exhibitor shall not deface the premises in any way. Exhibitors will not be permitted to drive nails, hooks, tacks or put up decorations or adhesive that would deface the premises. No combustibles or helium balloons are permitted. Handing out stickers is not allowed because they often end up on floors and walls. However, selling of high quality stickers is allowed, as those are less likely to end up on floors or walls.

**INSURANCE** Expo Management, Emerge Events and facility are not responsible for loss or damage to Exhibitor's property; and in the event Exhibitor desires to have the goods, samples and other property brought upon the exhibition premises insured against loss due to any cause, insurance shall be obtained at Exhibitor's own expense.

**AMENDMENT TO THE RULES** Expo Management reserves the right to adopt, orally or in writing, any additional rule or regulation, move or remove an exhibit, or take any further action if Expo Management deems such action necessary for the good of the Expo. Said action shall have the same force and authority as though fully incorporated in the agreement herein.

**COMPLIANCE WITH THE LAWS** Exhibitors must comply with all laws, rules, regulations and ordinances in force.

**EXPO LOCATION** If for any reason, Expo Management determines that the location of the expo should be changed or the dates of the expo changed, no refund will be due the Exhibitor, but Expo Management shall assign to Exhibitor, in lieu of the original space, such other space as Expo Management deems appropriate and the exhibitor agrees to use such space under the terms of this agreement. Expo Management shall not be financially liable or otherwise obligated in the event the expo is postponed or relocated.

**TAXES AND LICENSES** Exhibitors shall be responsible for obtaining any licenses, permits or approvals required under local, state, or federal law applicable to their activity at the exhibition. Exhibitors must collect 7% sales tax [food vendors 10%] and turn in to Expo Management at the end of the day. Form and envelope will be provided.

**HEALTH AND SAFETY** All attendees and exhibitors will be asked to comply with any health and safety regulations that will be in place during the Expo from the Lake Terrace Convention Center and the City of Hattiesburg.

PRODUCED BY:

**EMERGE**  
**EVENTS**

**CONTACT:**

**JENNIFER CLARK**

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