



**Glass Craft & Bead Expo 2023**  
**March 29<sup>th</sup> – April 2<sup>nd</sup>, 2023**  
**South Point Hotel & Casino - Las Vegas, NV**  
**Application-Contract for Exhibit Booth Space**

**Standard Booth, 10' x 10'**  
**Includes 6 'draped table, 2 chairs, ID sign, 8ft backdrops and 3 ft side dividers, carpeting, waste basket**  
**1<sup>st</sup> Booth Cost - \$1,410.00**  
 (Includes first 200 lbs of drayage, vacuuming of booth space prior to show opening, Temporary Licensing Fee and Wifi and 5G cellular)  
**Each Additional Booth Cost: \$1,000.00**  
 (No additional drayage with each additional booth)  
**Premium Corners: please add \$100**

**Call for pricing on Pavilions.**  
**Please Note: If you are staying at the host property, please make your reservation through our website and watch out for scam artists pretending to be the official hotel registration company.**

*Official Use Only - Do Not Write in this Space*  
 Booth No. Assigned: \_\_\_\_\_

**Return completed application & deposit payment to:**  
**Las Vegas Management**  
 3663 E Sunset Rd Ste 509 - Las Vegas, NV 89120  
 Phone: 800-217-4527 or (702) 734-0070  
 Fax: (702) 731-3580  
 Website: [www.glasscraftexpo.com](http://www.glasscraftexpo.com)

*Returning vendors will have 30 days to rebook same exhibit space(s) contracted the previous year.*

Company: \_\_\_\_\_  
 (as it will appear on the booth ID sign)

Contact Name: \_\_\_\_\_  
 (Represents above listed company and will be contacted regarding exhibiting)

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Wk. Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell:(\_\_\_\_\_) \_\_\_\_\_ Fax:(\_\_\_\_\_) \_\_\_\_\_

Web Address: \_\_\_\_\_ Social Media: \_\_\_\_\_

Email Address: \_\_\_\_\_  
 (Exhibitor manual and all updates will be sent to this email address)

**Type of Business:**  
 Retail    Distributor    Manufacturer    Artist    Publisher    Other \_\_\_\_\_

Products to be exhibited: \_\_\_\_\_

**Preferred Booth Location:**

Booth assignments are on a first come first served basis. **A 50% deposit is required and must accompany application / contract in order to confirm booth location.** (LVM has a right to move exhibit space to a comparable or upgraded space). Additional \$100 per corner.

**Preferred booth location:** 1<sup>st</sup> choice: \_\_\_\_\_ 2<sup>nd</sup> choice: \_\_\_\_\_ 3<sup>rd</sup> choice: \_\_\_\_\_

**Deposit:**

- Total booth charge \$ \_\_\_\_\_
- Premium corner charge (per corner) if applicable (+) \$ \_\_\_\_\_
- Minus Credits owed (20% GCBE 2020, etc.) (-) \$ \_\_\_\_\_
- Total Due (=) \$ \_\_\_\_\_
- 50% Deposit (required to reserve space) (-) \$ \_\_\_\_\_
- Balance Due** -Final payment due by March 16<sup>th</sup> (=) \$ \_\_\_\_\_  
**Please note that set up will not be allowed unless balance is paid in full.**

**Method of Payment:**

Check    Check # \_\_\_\_\_ (payable to Las Vegas Management)

Credit Card                      **Credit Card Type** \_\_\_\_\_

Credit Card No. \_\_\_\_\_ Exp \_\_\_\_\_ Security Code \_\_\_\_\_

**Name on Card:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

Las Vegas Management is authorized to charge listed credit card for the above listed deposit.

Can we use this credit card for final payment when it is due? Yes \_\_\_\_\_ No \_\_\_\_\_ Initial \_\_\_\_\_

This signed application / contract along with the Terms and Conditions constitutes a bond between the exhibiting company and Las Vegas Management. Applicant agrees to abide by all terms, rules, and regulations set forth by LVM (available on our website: <https://www.glasscraftexpo.com/> ).

**To reserve your space;** please return a copy of the application / contract (**signed, along with deposit**) to Las Vegas Management, 3663 E. Sunset Rd Ste 509, Las Vegas, NV 89120 or email to: [support@lvmanagement.com](mailto:support@lvmanagement.com). A countersigned copy of the application / contract will be sent to you to confirm your assigned space.

\_\_\_\_\_  
**Authorized Signer, Exhibiting Company**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
Accepted by Las Vegas Management

\_\_\_\_\_  
Date

EXHIBIT HALL: March 31<sup>st</sup> – April 2<sup>nd</sup>, 2023  
(Open to the public)

Friday: 9am – 6pm  
Saturday: 9am – 6pm  
Sunday: 10am – 3pm

Classes run March 29<sup>th</sup> – April 2<sup>nd</sup>, 2023

**IMPORTANT NOTES:**

- Be sure to pick up your Exhibitor’s Packet (staff badges, forms, etc.) at registration.
- Please note that we will require a filled out and signed tax form prior to leaving the show. This new process is due to the difficulty we have had collecting them in the past.
- Exhibitor Move-In: Wednesday 3/29/23 1:00pm – 5pm Thursday 3/30/23 8:00am – 5:00pm
- Exhibitor Breakdown: Sunday 4/2/23 NOT BEFORE 3:00pm TO BE COMPLETED BY 7:00pm
- Welcome back, we look forward to seeing everyone!