



119th Annual AFR Convention Trade Show

Vendor Registration

TRADE SHOW INFORMATION

Location: Embassy Suites Hotel and Conference Center, 2501 Conference Drive, Norman 73069
 Date: February 22-24, 2024
 Trade Show Hours: Friday 9:30 A.M. - 5:30 P.M. | Saturday 8:30 A.M. - 4 P.M.
 Set Up: Thursday 12:00 P.M. – 6:00 P.M. & Friday 7:30 A.M. – 9:20 A.M.
 Booth Includes: 10' x 10' space, skirted six-foot table, pipe and drape, two chairs and a wastepaper basket

BOOTH INFORMATION

Organization/Business Name: _____
 (Will be advertised as listed)

Product/Service Description: _____
 Food Vendors - If you plan to provide samples, please submit a copy of your liability insurance with application. Please remember food items offered for sale must not be intended for on-site consumption and food samples must be pre-approved.

CONTACT INFORMATION

Contact _____ AFR Member Yes No
 Mailing Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Email: _____

BOOTH COST

Exhibitor Fee: \$125.00 per 10'x10' space Number of Booth Space(s) _____ x \$125 = \$ _____
 Electricity: \$10.00 per exhibit (please check one) Yes No \$ _____
 Wireless Internet: \$35.00 per exhibit (please check one) Yes No \$ _____
 Location preference: Inside tradeshow OR Outside in the hallway **TOTAL DUE:** \$ _____

PAYMENT OPTIONS

Check Payable to:
 AFR Cooperative
 PO Box 24000
 Oklahoma City, OK 73124

Pay by Credit Card
 Credit Card Authorization (All Fields Required)

Cardholder's Name _____
 Card Number _____
 Address (associated with card) _____

CONTACT INFORMATION

Tailor Atkinson
 Email: tailor.atkinson@afrmic.com
 Office: (405) 218-5566

Zip Code (associated with card) _____ Expiration Date _____

I, _____ authorize AFR to charge my credit card above for agreed upon purchase.

Signature _____ Date _____

Email Text Receipt to _____

By signing this document, you understand the following:

Deadline for application and payment is February 2, 2024, no refunds will be given after this date. Space is limited and available on a first come, first serve basis. Reserve space by returning a signed and completed vendor application with form of payment. We will only accept one vendor from each direct marketing company (Scentsy, LuLaRoe, Pampered Chef, etc). All vendors are responsible for submitting the correct tax documents to the Oklahoma Tax Commission.

HOLD HARMLESS CLAUSE: The exhibitor/vendor assumes the entire responsibility for losses, damages and claims arising out of injury to persons or damage to displays, equipment, or other property brought upon the premises and agrees to indemnify, defend and hold harmless AFR/OFU owners, servants, agents, officers, and any other employee's against all claim or expenses for such losses, including reasonable attorney's fees, arising out of the space at the event. The exhibitor/vendor understands that AFR/OFU does not maintain insurance covering the exhibitor/vendors property or loss revenues and it is the sole responsibility of the exhibitor/vendor to obtain such insurance.

Signature: _____ Date: _____

Please Return Completed Application & Payment Method by February 2, 2024, to:
 AFR Cooperative, Attn: Tailor Atkinson P.O. Box 24000, Oklahoma City, OK 73124