



Welcome to the Vendor Registration gateway to the largest expo in Alabama. On March 21, 2020, Visions Beauty will host the 8th Annual **NATURAL HAIR AND HEALTH EXPO** at the Birmingham Jefferson Convention Complex (BJCC), North Exhibition Hall from 10AM-6PM, welcoming more than 6,500 attendees from Birmingham and beyond for a complete beauty and wellness experience. This year we are bringing more Beauty, Fashion, Entertainment and Education to make this event an unforgettable experience for all who attend. We thank you for joining us for this highly anticipated event. As a vendor and an asset to the program, you will showcase your specialty products to thousands of people looking for the hottest trends in natural hair care, skin and body care, makeup, fitness and lifestyle merchandise in addition to tips on how to maintain a natural lifestyle. We appreciate you taking advantage of this unique Vendor Opportunity by securing your booth space.

Please take note of these **MANDATORY** guidelines necessary to participate as a vendor.

- **ALL VENDORS THAT SELL WITHIN THEIR BOOTH ARE REQUIRED TO COMPLY WITH CITY, COUNTY, AND STATE TAX LAWS.** AS A VENDOR, YOU WILL BE PROVIDED WITH 3 ENVELOPES THAT MUST BE COMPLETED AND SUBMITTED TO THE NATURAL HAIR AND HEALTH EXPO SHOW OFFICE AT THE IMMEDIATE CONCLUSION OF THE SHOW. IT IS IMPERATIVE THAT ALL MONIES BE COLLECTED IN A TIMELY MANNER AND IS THE SOLE RESPONSIBILITY OF THE VENDOR TO REPORT AND DISTRIBUTE TAXES TO THE VENDOR RELATIONS MANAGER ASSIGNED. FAILURE TO COMPLY WITH TAX LAWS WILL LEAVE VISIONS BEAUTY LIABLE AND WILL RESULT IN LEGAL ACTION AGAINST YOUR BUSINESS FROM GOVERNMENT AGENCIES TO COLLECT IN ADDITION TO A LIFETIME BAN TO VEND AT OUR EXPO.
- AS A VENDOR, YOU ARE ABLE TO RESERVE YOUR PREFERRED BOOTH SPACE DURING THE REGISTRATION PROCESS. ONLY IN EXTREME CIRCUMSTANCES WILL YOU BE ASKED TO REASSIGN TO A DIFFERENT LOCATION BUT SHOW MANAGEMENT RESERVES THE RIGHT TO MOVE YOU TO A DIFFERENT BOOTH IF DEEMED NECESSARY. TRY TO SELECT A BOOTH SPACE THAT IS NOT NEXT TO A COMPETITOR.
- **VENDOR SETUP** - SETUP IS SCHEDULED FOR FRIDAY, MARCH 20TH FROM 12PM-8PM CST. ALL VENDORS SHOULD USE **LOADING DOCK 1** (LOCATED ON 9TH AVENUE) FOR ENTRANCE TO EXPO FOR LOAD IN/LOAD OUT. PLEASE NOTE THAT THE LOADING DOCK IS FOR ACTIVE LOADING AND UNLOADING ONLY. CARS MUST BE PARKED OUTSIDE OF THE DOCK AREAS DURING VENDOR SETUP AND BREAKDOWN. IF YOU LEAVE YOUR VEHICLE IN THE LOADING ZONE, IT WILL BE TOWED AT THE OWNER'S EXPENSE.

Thank you so much for choosing the Natural Hair and Health Expo as your ideal place to vend. If you have questions or concerns please feel free to contact me via phone or text at 770-876-1276. For email correspondence, I can be reached

at vendorrelations@naturalhairandhealthexpo.com

We are delighted that you will be in joining us this year!!! I look forward to working with you. **HAPPY VENDING!!!!**

KIMIKA CHAPPELL

