



Wisconsin Writers Association

AUTHOR & VENDOR MARKETPLACE EXPO

Table Display Space Rentals —WVA Conference, October 7, 2017

Riverwalk Hotel – 123 East Wisconsin Avenue – Neenah, WI

Authors and vendors with services for writers (such as editing, marketing, publishing, illustration, cover and web design) are invited to rent display space at the WVA Writers Conference on **Saturday, October 7, from 8 a.m.- 5 p.m.**

Registration:

- Registration and payment of the registration fee for the Author & Vendor Expo is required.
- Space is limited, and spaces will be reserved in order of registrations received.
- **The cost per HALF TABLE is \$20 for WVA members, \$30 for nonmembers.** Tables are 8 feet long; each participant will have 4 feet of table area. One full table per person is NOT available.
- Registrants should arrive by 7:45 a.m. on October 7 to claim their table space.
- Conference registration is not needed to reserve a table for the Expo. (Conference registration *is* required to attend any of the scheduled conference presentations.
- Authors and vendors must manage their own sales and transactions, oversee their own table space, and clear their table space at the close of the event. The WVA is not responsible for lost, stolen or damaged materials, and cannot store items.
- Electricity and Internet access are available.
- Excess registrations will be put on a wait list according to date of receipt, and wait-listed registrants will be notified by September 29 if table space becomes available.
- Registrants may cancel and receive a full refund by contacting Expo coordinator, Billie Diersen, no later than Friday, September 29 (*see below*). Registrations cancelled after September 30 will NOT be refunded.
- Unless prior arrangements have been made, spaces not claimed by 7:45 a.m. will be offered first to wait-listed authors/vendors who are present. After all registered and wait-listed registrants are assigned spaces, unclaimed spaces may be rented by previously unregistered authors/vendors in order of their appearance.

QUESTIONS? HELP? Call Expo coordinator Billie Diersen at 215-767-0215, or email: b_diersen@hotmail.com.

To register, complete this form and return, along with your check (**made payable to WVA**) to:

Billie Jean Diersen, P.O Box 576, Weyauwega, WI 54983

Name (*please print*): _____

____ Author ____ Vendor: Business Name _____

Address: _____

Phone: _____ Email: _____

____ WVA Member \$20 ____ Nonmember \$30 Electricity? ____ Yes ____ No Internet? ____ Yes ____ No

No lunches will be provided. You are welcome to bring a lunch or buy lunch at the hotel.

Total enclosed: _____

SIGNATURE _____ Date _____