**APPLICATION FORM**

**An Exhibition of Donegal’s Creative Entrepreneurs**

**Dr Scally Place, Justice Walsh Rd, Letterkenny**

**15 – 17 July 2016, 12am-7pm Daily**

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| **Name:** |  |
| **Business Name:** |  |
| **Creative Discipline:** |  |
| **Address**: |  |
| **Phone No:** |  |
| **Email Address:** |  |
| **Website:** |  |
| **Twitter: (for Business)** |  |
| **Facebook: (for Business)** |  |
| **Brief description of your work/product (Please include images or a link to images with this application) and an image of your work/products at other exhibitions/shows:** |
| **Please outline any live demonstrations that you would be available to do over the exhibition:** |
| **Please outline any power requirements you have for displaying your work:** |
| **Terms and Conditions:*** Each participant must commit to the 3 days of the event. If participants are personally unable to commit they may allocate someone suitable with knowledge of their product to attend in their place.
* Exhibitors must be set up by 5pm on Tuesday 12th July and may not be dismantled until 7pm on Sunday 17th July.
* Space will be allocated on a first come first served basis.
* A ‘no-show’ on Wednesday 13th July by 12noon will result in not being permitted to participate.
* Space in the exhibition will be allocated by the organisers.
* Exhibitors must provide all their own Props.
* Exhibitors must have business cards attached to their work.
* All stands / allocated areas must be finished to a high standard in terms of decoration and presentation and kept neat and tidy at all times.
* Allocation and presentation of the final stands is at the discretion of the organisers.

**PLEASE RETURN COMPLETED APPLICATIONS TO:** Grace Korbel, Donegal Local Enterprise Office via email: grace.korbel@leo.donegalcoco.ieApplications must be received by **Friday 20th May 2016**.Confirmation of inclusion in the exhibition will be forwarded to successful applicants by **Wednesday, 1st June 2016**.**Please Note:*** It is expected that spaces will be in high demand at this exhibition, so incomplete applications will not be considered.
* We may ask for actual samples of products, to be delivered to the Local Enterprise Office for the selection process.
* Applications are reviewed by an Exhibition Committee, and we regret that some applications may not be accepted.
* All decisions of the Committee are final.

The exhibition will be officially opened on **Thursday 14th July, 7pm – 10pm.**If you have any questions or queries in relation to this exhibition please do not hesitate to contact **Grace Korbel – Donegal Local Enterprise Office** Tel: 074 91 60735 or Email: grace.korbel@leo.donegalcoco.ie |