

**BLK AUTHOR EXPO WOODBRIDGE**

**April 15, 2023, 11:00 am - 3:00 pm**

Clearbrook Center of the Arts

2230 Tacketts Mill Dr. B, Lake Ridge, VA 22192

 **VENDOR'S PACKET**

**EXHIBITOR CONTACT** Aaron Butler ([info@thebookbutler.com](mailto:info@thebookbutler.com))

**EVENT DESCRIPTION** BLK Author Expo Woodbridge is a family friendly, four-hour live book expo event featuring regional African American authors showcasing books in all genres and for all ages. Guests can attend for free and will enjoy storytelling, regional author exhibits, and speakers.

The Expo will be marketed to Authors, Publishers, bookstores, book clubs, libraries, and the general public. Local media will also be apprised of the event.

**WHO CAN VEND?** Authors, publishers, bookstores, and related businesses such as illustrators, editing/proofreading services, graphic designers, etc.) may register for the festival.



**EXHIBITOR SPACES** Exhibitors are provide a 7' x 7' space. Exhibitors are responsible for providing tables, tablecloths, signage and other materials needed for an attractive event space. All additional items must be stored underneath tables. Table and chair rental options are available. Free Wi-Fi is available.

**EXHIBITOR SPACE LOCATIONS** Spaces will be assigned on a first-come, first-serve basis. If you and another registered author want to be located next to each other, please indicate this in the online registration form and we will attempt to accommodate you. All exhibits must remain assembled and staffed throughout exhibit hours until the official closing time.

**SET UP TIMES** Exhibitors will have access to the venue at 10:00 am on the day of the event. All exhibitors must be completely set up no later than 10:45 a.m. and all aisles must be cleared.

**SALES** Exhibitors will bring their own supply of books, and are responsible for their own book sales, credit card processing, and tax reporting.

**OTHER** Exhibitors must submit author photos, a short bio, book titles, cover images, and book synopsis for promotion.