



# “Living Today for a Better Tomorrow”

2025 Southeast Healthy Living

## Expo Rules of Operation

1. Registration forms and fees must be received and paid for in full **NO LATER THAN ONE WEEK PRIOR** to the event in order to participate. **NO EXCEPTIONS.** Registration fees are non-refundable. **NO EXCEPTIONS.**
  2. You are responsible for providing your own table AND chairs.
  3. Request for moving of tables due to location will be denied. **Prime locations are given to sponsors only.**
  4. Request for electricity will be first come first served with preference given to sponsors. Bring your own extension cords. Your table **must** be set up by **9:30 a.m.** Dodd Stadium Concourse will be open at **8:30 a.m.** Also, your table must always be staffed during the duration of the expo.
  5. All vendors are asked to remain for the duration of the expo, which is advertised to end at 12:30 p.m. **Do not begin to break down your table until 12:30 p.m.** You are **responsible** for the removal of all materials, brochures, and boxes.
  6. No live animals will be allowed in Dodd Stadium (**Exception: Service Animals**)
  7. No radios or non-approved electrical equipment is allowed.
  8. Any additional items used for set up must be stored under the table or put away. No cardboard boxes or other set-up items are allowed around the outside of the table.
  9. You must provide your own assistance in transporting your materials to your table location.
  10. All activities for your organization must be confined to your table location.  
**You may not solicit any other areas of the expo.**
  11. The Fire Marshall requests that you do not move your table. Tables are placed in accordance with fire codes, rules, and regulations.
  12. **Please note:** there will be **NO EXCHANGE OF MONEY OR SELLING** of raffle tickets, services, or products AT THE EXPO! However, door prizes are permitted; vendor is responsible for contacting the winner. Due to conflict-of-interest, insurance agents and brokers are not permitted.
  13. Displays that are over 6' in height are not permitted.
- Thank you in advance for your cooperation with the aforementioned policies.**