



Vendor Application

NON-PROFIT AGENCY

Journey Thru Grief, LLC is a premier coaching company for suicide loss/bereavement support. They are holding their ***Surviving Suicide Loss Together*** conference on August 14 and August 15, 2026 at the Oasis Hotel & Convention Center in Springfield, Missouri. This conference will bring in survivors of suicide loss and those who support them to provide support, resources, and helpful programming. Vendors are encouraged to come and show what they offer that aligns with this mission.

Agency Information			
Agency Name			
Address			
City		ZIP	
Agency EIN #		Contact Name	
Contact Phone		Contact Email	

Vendor Area Configuration	Cost	Yes
Table: (1) 8-foot draped table, 2 chairs, Wifi, Wastebasket, Basic Sign, Vendor Acknowledgement, 2 admissions with meals	\$ 750.00	☐
BackDrop: (1) 8' backdrop and (2) 3' sidewalls	\$ 150.00	☐
Electricity	\$ 75.00	☐
Prominent Placement: Placement into higher traffic area	\$ 300.00	☐
Advertising: 1/4 page sized advertisement in conference program (+sales tax)	\$ 125.00	☐

Directly preceding Journey Thru Grief's conference. **Postvention Collective, LLC** begins their conference titled **Connecting a Stronger Chain**. This conference is held on August 12 & 13, 2026 and will bring in professionals who work in the field to educate about supporting military, first responders, educators, clergy, and other helpers after a loss by suicide. For agencies who would like to be a vendor at both conferences, a bundle rate is available.

Vendor Area Configuration – Bundle	Cost	Yes
Table: (1) 8-foot draped table, 2 chairs, Wifi, Wastebasket, Basic Sign, Vendor Acknowledgement, 2 admissions with meals	\$1,350.00	☐
BackDrop: (1) 8' backdrop and (2) 3' sidewalls	\$ 270.00	☐
Electricity	\$ 135.00	☐
Prominent Placement: Placement into higher traffic area	\$ 540.00	☐
Advertising: 1/4 page sized advertisement in conference programs (+sales tax)	\$ 225.00	☐

Total To Remit (Invoice will be sent) \$

Per this agreement, the vendor agrees to the following:

Vendor setup will be the day **before** the event(s) between the hours of 5:00pm – 8:00 pm to give our attendees a seamless experience when they arrive for the days of the conference.

Conference hours are between 7:00 am – 5:00 pm each day (subject to change). You will communicate with us if this poses a conflict for you. You must not tear down your vendor area prior to the end of a conference day regardless of conference foot traffic in the conference areas. Additionally, we may allow vendors to stay an additional hour once the conference ends for the day if they would like additional exposure to the conference attendees. This hour is not required.

Vendors are required to have someone stationed at their table throughout the entire conference. Thus, this agreement includes admission for two people and includes both breakfast and lunch for them. We may have volunteers who can sit at the vendor table for short breaks but this is not guaranteed.

Permissions:

Vendors are permitted to:

- Distribute materials
- Demonstrate products/services
- Collect leads
- Sell items from your table but, you are responsible for all legal and tax collection requirements

Not permitted without written approval:

- Selling prohibited items (weapons, illegal substances, etc.)
- Loud audio, disruptive behavior, blocking aisles
- Soliciting outside assigned space
- Raffles/giveaways that violate venue rules or local law

Vendor agrees to comply with:

- All venue rules, fire code, and safety requirements
- All applicable federal/state/local laws
- Organizer's code of conduct (professional, respectful, non-harassing)

Vendor is responsible for its property, staff, and activities. Vendor assumes all risk of loss, theft, or damage. Vendor agrees to indemnify and hold harmless Organizer, venue, and their

representatives from claims arising from Vendor's participation, products, services, or negligence.

Payment:

Once the vendor application is received and processed, an invoice will be sent to the contact person's email address. Payment for the vendor's invoice will be due within 30 days in order to hold the table.

Cancellation requirement:

Vendor cancellation must be in writing to **info@journeythrugrief.com**

Refund schedule:

- Cancel by **August 1, 2026**: refund of funds received less \$50.00 administrative fee
- Cancel after **August 1, 2026**: no refund

Neither party is liable for delays/cancellation due to events beyond reasonable control (e.g., severe weather, public health emergency, government restrictions). In such case, full refund will be given.

Advertising:

Vendor grants Organizer permission to use Vendor name/logo for event marketing.

Vendor acknowledges photos/video may be taken at the event and grants permission for Organizer to use images that include Vendor's booth/staff for promotional purposes unless Vendor opts out in writing by **August 1, 2026**.

Miscellaneous:

Vendor is responsible for compliance with privacy laws for any data collected. Organizer does not guarantee attendee traffic or lead volume.

Vendor is an independent entity. Nothing creates a partnership, joint venture, or employment relationship.

☐ I agree to the terms of service

Signature of the authorized representative:

Name:

Title:

Date:

By signing this agreement, you confirm that you have read, understood, and agree to the terms and conditions set forth by Journey Thru Grief, LLC for participation as a vendor at the ***Surviving Suicide Loss Together*** conference (and the bundled conference, if applicable). This commitment ensures that both parties uphold the integrity and success of the event, fostering an environment of support and collaboration. Thank you for joining us in this vital mission!