

2017 VENDOR CONTRACT

GREAT LAKES NOSTALGIA CONVENTION

May 4 – 6, 2017

Four Points By Sheraton, Kalamazoo, Michigan

1. Anyone planning to attend as a dealer **MUST** sign and date the contract. There will be no exceptions. All tables sold on a first-come, first-serve basis. One paid membership is included for each vendor, regardless of number of tables.
2. Dealers must provide their own materials and accessories including extension cords, multiple outlets, table covers, bags, etc. The hotel does not guarantee to provide table cloths. All electric cords **MUST** be taped down with tape to prevent accidents.
3. Any damage to the building by a dealer is the sole responsibility of the dealer.
4. Dealer understands payment policy: payment must be paid in full and in advance. No tables will be reserved until payment is received. Checks with insufficient funds will be charged a \$35 service fee - no exceptions.
5. If you mail merchandise to the hotel, please notify the Four Points by Sheraton in advance at 269.385-3922 and follow the instructions they provide. It is recommended that you indicate this is for the GLNC on the outside of the box. Example: "Package reserved for 2017 GLNC Convention. The convention and/or Four Points by Sheraton staff is not responsible for damage, theft or loss of any packages mailed to the hotel.
6. Be courteous to your neighbor. Try not to obstruct them. Do not use more table space than you paid for. *This is a family, friendly convention and we want to keep it that way.*
7. If you have any television or sound equipment, we kindly ask that you keep the volume down to a minimum. We understand when you need to turn the volume up at the request of a customer, but we do not want to hear complaints from other people.
8. No pornography or adult materials. You will be asked to remove any questionable materials from your table/exhibition area. *This is a family friendly convention and we want to keep it that way.*
9. GLNC and staff are not responsible for lost, stolen or damaged items. Everything you display at the convention is at your discretion. Dealers accept full responsibility for loss and/or injury to themselves, their family, their staff and their property while attending the convention.
10. By signing this paper you guarantee that none of the items you are selling are illegal. This includes weapons and recordings that violate federal and international copyright laws. By signing this paper you accept complete responsibility for what you sell at the convention.

11. Smoking and alcohol are not permitted in the vendor room at any time. Smoking is prohibited in public buildings in Michigan.
12. Admission for the dealer table(s) is non-refundable. There will be no exception.
13. Dealers are not allowed to switch table locations before or during the event. There are no exceptions.
14. Sharing of tables is not allowed without the prior written consent of GLNC. If approved, the person whose name appears on this contract assumes full responsibility of the additional vendor.

STATS

Please read carefully. Ninety percent of the phone calls, days before the event, can be answered by reading and reviewing the stats below.

Four Points by Sheraton will have the tables set up by Thursday (May 4, 2017) at 12:00 pm in order for you to begin your set up. Please check in at the Registration Desk prior to unloading and setting up any of your merchandise.

Official vendor room hours are advertised Friday (9 am to 7 pm) and Saturday (10 am to 5 pm). Vendors are not required to man their tables during every hour advertised, but these are the hours promoted and advertised to attendees. It is encouraged that vendors remain behind their tables as long as they can to ensure maximum rewards. There are no Sunday hours.

The vendor room should be completely vacant by 10 pm on Saturday. If the Four Points by Sheraton charges GLNC a fee because the room is not vacant by 10:01 pm Saturday evening, the vendor or vendors remaining will be responsible for any additional charges. The decision based on vacancy is at the discretion of the hotel, not the staff of GLNC.

GLNC and the Four Points by Sheraton Hotel reserve the right at all times to ask you to alter your set-up/display in keeping with fire, safety and access requirements and regulations. Failure to do so will result in immediate dismissal from the vendor room. No refunds will be issued.

THIS FORM IS REQUIRED IN ADDITION TO YOUR REGISTRATION FORM

By signing this contract, you agree to the terms listed on all the pages. GLNC reserves the right to revoke any application or to deny access to or remove dealer(s) from the convention at any time prior to or during the event. GLNC has full power in the interpretation and enforcement of all contract regulations contained herein, and the power to make such amendments thereto, and such further rules and regulations as shall be considered and proper. Because a celebrity can cancel at any time due to illness or professional commitments, GLNC does not guarantee celebrity appearance and a celebrity cancellation is not a sufficient reason for cancelling a vendor table.

Your signed contract and payment in full will guarantee the tables for the 2017 convention. Receipts will be made out to vendors on the last day of the event, if requested.

The foregoing represents the agreement between the undersigned dealer and GLNC.

Vendor Name _____

Vendor Signature _____ Date _____

Address _____

Contact Person _____

Phone Number (_____) _____ E-mail Address _____

Cost per six foot table

\$ _____ x _____ tables = \$ _____

Do you need access to electric? _____

Special Needs (Handicapped, Allergies, etc.) _____

Any dealer you prefer to be next to? _____

Any dealer you prefer not to be next to? _____