

The Maine Event

Presents



November 25-26, 2023

A 2-day 12 ring traditional back-to-back show

Dear Prospective Vendor:

The Maine Event cat club would like to invite you to participate in its upcoming cat show to be held November 25-26, 2023 at the **Ferndale Events Center in Ferndale, WA.**

We are offering a limited number of 10x10 vendor spaces for this show. To secure a vendor space, your reservation and payment must be received no later than **Sunday, November 19, 2023.** You can reserve a vendor booth by mailing the enclosed Vendor Agreement, or sign-up online at <https://maineevent.org/nov>.

Reservations will be accepted based upon category of product or service and the date the Vendor Agreement is received with payment. Book early!!

This show also offers some great opportunities to **promote your business** via printed advertising and sponsorships. This packet includes complete information about these opportunities; you can order advertising via the enclosed forms or via our website at <https://maineevent.org/nov>.

If you're planning to join us for this show, we recommend that you **book your hotel room early!** We have a block of rooms set aside at the Best Western Plus Bellingham Airport located at 3985 Bennett Drive, Bellingham, WA 98225 (about 7 miles south of the Ferndale Events Center). Hotel reservations can be made by phoning the hotel at 360-738-7088. Further information is on the show's website at <https://maineevent.org/nov>.

We hope that you will consider participating in our show! If you have any questions, please don't hesitate to call or email.

Sincerely,

Elaine Hawksworth-Weitz
Show Manager
The Maine Event
5517 152nd St SW
Edmonds, WA 98026
vendors@maineevent.org
Cell: 206-920-9214

VENDOR INFORMATION SHEET

SHOW LOCATION & TIME

Place: Ferndale Events Center
5715 Barrett Road
Ferndale, WA 98248

Dates: November 25-26, 2023
Exhibitor Show Hours: Sat: 10am-5pm; Sun: 9am-4pm
Setup: Friday, November 24, 2023 from **Noon to 5pm**
Registration Deadline: 10pm, Sunday, November 19, 2023

ABOUT OUR VENDOR SPACES

Vendor spaces are offered in 10x10 increments; we offer both single and double booth spaces. Booth space is available based upon category of product or service and the date of receipt of the Vendor Application.

Limit of two (2) vendors to a single (10X10) or double (10X20) space. Both vendors must complete and sign the Vendor Agreement.

This show hall is not draped. You will need to bring your own partitions and fixtures, if desired.

The vendor space rental fee does NOT include tables. You may bring up to two 8' tables per 10' x 10' booth. Or, you can rent the building's table(s) at \$10 per table.

If you have any special booth space requirements, please indicate these under "Special Requirements" on the Vendor Agreement. If you need electricity, we will make every effort to find you a working outlet; however, we strongly suggest that you bring your own, labeled extension cord.

RESERVATION TERMS & DEADLINES

To reserve a vendor booth, mail the enclosed Vendor Agreement with your payment to the Show Manager/Vendor Coordinator. You can also reserve and pay for your vendor booth online via our website at <https://maineevent.org/nov>.

To secure your booth reservation, your online or printed Vendor Agreement and your payment must reach us no later than **10:00pm, Sunday, November 19, 2023**. All payments are nonrefundable. A fee of \$30.00 plus bank fees will be assessed for any returned checks; and must be claimed with cash before the vendor will be allowed to set up.

*In addition to the rental amounts listed in the Vendor Agreement, each vendor must provide one or more raffle gifts with **a total value of \$30 or more** by no later than 10AM on Saturday, November 25, 2023.*

BOOTH SETUP & SHOW HOURS

You can set up your booth space on **Friday, November 24, 2023 from Noon to 5:00pm**. NOTE: **Friday afternoon is the only time the large doors on the west side of the building will be open for your set-up use. It will not be available any time on Saturday.**

All vendors are required to remain in the show hall, and open for business, during the show hours, which are Saturday 10am-5pm and Sunday 9am-4pm.

All vendors must confine themselves to the space assigned, unless given specific permission by the Show Manager to relocate or expand. All expansions and most relocation will be subject to additional fees. No relocations, load-in/load-out, or storage of items will be permitted during advertised show hours.

SECURITY, INSURANCE & LIABILITY

Vendors must be self-insured against breakage, lost or stolen items. The show hall will be secured after show hours.

BUSINESS LICENSES

The Washington State Department of Revenue requires that all vendors be registered with the state. This business license must be displayed in the vendor booth for both days of the show.

If you need a Washington State business license, you can apply online at <http://bls.dor.wa.gov/>. (Be sure to apply online at *least* 10 days before the show, or 6 weeks in advance if you plan to apply by mail.)

SALES TAX

Regardless of your type of business license, you are reminded that you are solely responsible to collect (and pay) Washington State Sales Tax on any items sold at our event. The City of Ferndale sales tax rate is **8.8%**.

TRANSPORTATION

Vendors will need to obtain their own transportation to/from the Show Hall.

SPONSORSHIP OPPORTUNITIES

"The Evergreen Cat Fanciers"

TERMS & DEADLINES

Sponsorships are non-exclusive! To request a ring sponsorship, please fill out the Sponsorship Form on our website at <https://maineevent.org/nov>. To request a sponsorship, your order and payment must reach us no later than **10pm, Sunday, November 19, 2023**.

The club reserves the right to refuse sponsors without cause or if another sponsor has an exclusive contract for that given product and/or service.

A fee of \$30.00 plus bank fees will be assessed for any returned checks; such checks must be claimed with cash before the show begins.

This event is a wonderful opportunity to promote your business or cattery to a new market. **A free business card ad is provided to Vendors who participate in our show.**

Deadline: Ad space must be reserved and camera-ready copy ***must*** be received on or before **Sunday, November 19, 2023**

Your ad copy should be sent to showmanager@evergreencatfanciers.org

SHOW SPONSORSHIP (Non-exclusive)

This non-exclusive sponsorship provides a great opportunity to get your company's name and logo out in front of both the cat fancy and Puget Sound area cat lovers. **A show sponsorship is \$500** and includes the following:

- Your company logo included in all printed & online advertising & publicity
- Mention of your company as a sponsor in all news stories and public service announcements.
- Your company's name and logo prominently displayed on the front page of the show's website.
- Free full-page ad in the Exhibitor's Catalog. Show Sponsors get preferential placement on inside front or inside back cover.
- Free full-page ad in Spectators' Guide, if provided at the show.

OTHER SPONSORSHIP OPPORTUNITIES (Non-exclusive)

Another great way to promote your business while helping to support the show is to become a non-exclusive ring sponsor:

Ring Sponsorship

- \$20 (1 ring, both days)
- \$100 (all 6 rings, both days)

Junior Exhibitor / Hospitality Sponsorship

Sponsor our Junior Ring or Hospitality for \$50.00/each.

Other Sponsors receive the following:

- "This ring sponsored by..." credit on the ring sign
- Listing (and link to your website) on the front page of this website.
- Free business-card ad in Spectator's Guide, if provided at the show.
- Free ad in show catalog (1/2 page for 1-day sponsors; full page for 2-day sponsors)
- Acknowledgement in show catalog
- Acknowledgement on "Our Show Sponsors" poster in show hall,
- Acknowledgement by judges before their finals (if they remember :-)

IF YOU ARE INTERESTED IN SPONSORING THE SHOW OR A RING, GO ONLINE AT

<https://maineevent.org/nov>

VENDOR AGREEMENT – THE MAINE EVENT

Business Name		
Contact Name		
Mailing Address		
City	State / Province	Zip / Postal Code
Phone	Fax	
Email address		
Website URL		
Brief description of your business/products		
Any special booth requirements (for example, if you need to be against a wall rather than free-standing, if you need electricity, etc.)		

VENDOR SPACE DESCRIPTIONS	EARLY BIRD (payment rec'd Nov 1 2023)	REGULAR PRICE (payment rec'd-Nov 19 2023)	HOW MANY?	TOTAL
Single Booth Space (10' x 10') Two chairs included. Order tables below.	\$71.25	\$75.00		\$
Double Booth Space (10' x 20') Four chairs included. Order tables below.	\$118.75	\$125.00		\$
Table (30" deep by 8' long)	\$10.00	\$10.00		\$
Business Card Sized Ad in Exhibitor Catalog And Spectator's Guide (if provided to spectators)	FREE	FREE	ONE	\$ FREE
Sat/Sun Lunch (catered) Submit Lunch Form to choose menu options for each lunch.	\$16.00	\$16.00		\$
1/2 page ad in Exhibitor Catalog (8-1/2" x 11") and Spectator's Guide (8-1/2" x 5-1/2")	\$45.00	\$50.00		\$
Full page ad in Exhibitor Catalog (8-1/2" x 11") And Spectator's Guide (8-1/2" x 5-1/2")	\$70.00	\$75.00		\$
Inside Front or Inside Back Cover ad in Exhibitor Catalog & Spectator's Guide (if available)	\$95.00	\$100.00		\$
			TOTAL	\$

The Maine Event will provide vendor booth space and chairs. Tables are available (if applicable) on a space-available basis and as paid for above. The Club does not assume any other obligations, responsibilities, or liabilities. The Club reserves the right to refuse booth space to, or to eject any Vendor whose behavior has caused problems with exhibitors, spectators, or show management. Vendor space fees are non-refundable for failure to attend.

The undersigned Vendor agrees to abide by all terms and requirements listed in the included "Vendor Information Sheet", as well as all terms set forth on this page. Vendor must provide all equipment, labor and fixtures beyond that stated in this agreement. All fees must be paid before Vendor will be allowed to set-up. In addition to paying any rental fees listed above, Vendor agrees to provide the Club with one (or more) raffle prizes with **a total value of \$30.00 or more by no later than 10:00am on Saturday, November 25, 2023.**

Additionally, the undersigned Vendor agrees to indemnify and hold the Club, the State of Washington, the City of Ferndale, and the Ferndale Events Center, and their respective members, agents, officers, servants, and employees harmless from and against any claims relating directly or indirectly to the use by Vendor of the space allocated to the Vendor, including, and without limitation, actions of the Vendor in setting up and tearing down Vendor's booth space and/or loss due to theft or breakage.

Vendor Signature

Date

Make check/money order payable to: "The Maine Event", and mail to: c/o Elaine Weitz, Treasurer, 5517 152nd St SW, Edmonds, WA 98026 or send a payment via PayPal to: "treasurer@maineevent.org". A fee of \$30.00, plus banking fees will be assessed for any NSF returned checks. Any NSF check must be claimed with cash before the Vendor will be allowed to set-up or participate in any show event.