

THE BEST BEAD SHOW

Sept 1-4 2022

Event Times: All days start 10AM. End times: Sept. 1st – 3rd: 6:00PM; Sept. 4th: 4:00PM

Set-Up: Aug 31st 1:00PM-9PM & Sept 1st 8:00AM-10:00AM

Please pick up exhibitor packet at show BEFORE you set up..

IMPORTANT: You MAY NOT set up prior to check-in/approval. The Fire Marshall has threatened fines & shut downs as it is a violation for anyone other than decorator/staff to be inside prior to their approval. Violators will be fined \$1000.00 and will also be responsible for any/all fines/suits incurred by the Best Bead Show as a result of their actions.

Anyone setting up beyond their contracted space (turning your 10'x10' booth into a 10'x12, sliding your table farther away from wall, etc.) will be fined \$500.00 and charged for all billing incurred for payroll to rectify the matter.

Anyone who takes tables that were not in their booth (i.e. stealing) will be **fined \$500.00 PER TABLE!** If payment is not immediately received you will be removed from show without refund. Fees received will be split with informants. (You are stealing from show and exhibitors who took the time to complete paperwork and pay for their extra tables. All exhibitors want management to take shoplifting seriously; this is no different.)

Breakdown: Sept 4th — 4PM-10PM

You may NOT breakdown or pack in anyway prior to Sept 12th at 4PM. Noncompliance will result in a \$500.00 penalty (per instance/day) which will be due within 30 days of notice and may result in forfeiture of future booth location consideration and/or booth space at any/all future Best Bead Shows. Any deposits already received will be forfeited, and additional payments will be subject to stated refund policy per that event AFTER the penalty fees have been assessed.

Conduct: Events considered by show management to be in direct competition may not be promoted at this event. Any/all behavior that show management considers damaging to the show reputation is strictly prohibited & may result in show expulsion without refund. It will be at the management's discretion to either allow the exhibitor to pack at the end of that business day or to cover that exhibitor's booth during remaining show hours allowing exhibitor to reenter facility only at the conclusion of the event. Expelled exhibitors may NOT be on property at any time not permitted by show management—noncompliance may result in criminal trespass charges. Anyone allowing public access to facility through non access points will be charged a \$500 penalty without notice.

Damages: While the facility may have services to empty wastebaskets, etc., you are ultimately responsible for your location in that any cleaning fees incurred by show management due to excessive trash and/or damage in or around booth areas will be payable immediately by exhibitors who occupied said booths (i.e., food ground into the floor, etc.)

Food: TBA.

Shipping: NOTHING can be shipped to the show location until Sept 8th BUT a Receiving Form must first be submitted. [Provided at later time]

Signs: No exhibitor signs may protrude beyond or above booth without PRIOR show management approval. Flyers, postcards, promotional materials, etc. may not be displayed outside your booth area (inclusive of lobby, restrooms, concessions area, or any other location within the immediate control of the Best Bead Show without PRIOR approval.

Taxes/Scales: If you use scales you must have them registered with the state. Call (602) 255-5211. All exhibitors must get an Arizona Tax number. Call (602) 255-2060

Sharing: THERE IS NO SUBLETTING. Booths may be SHARED, but ONLY IF approved in advance. There must be signed contracts for all participants, with the main contact specified, who will be solely responsible for all payments and paperwork. Each exhibitor will receive their own sign. There is a \$25 surcharge per each additional vendor.

There cannot be more than two (2) exhibitors per single/regular booth area and tables CANNOT be shared.

Parking: **IMPORTANT!!!** During Open to Public show hours, exhibitors MUST park only in the designated exhibitor parking area. Taking parking spaces away from buyers is detrimental to the show in general and YOU! **FAILURE TO COMPLY MAY RESULT IN \$250 FINE PER OCCURRENCE!**

Rooms: Rates TBA

Some matters above may change without or with limited notice, especially those which exceed the control of show management, including venue location. If changes are brought to our attention in advance, we will notify you within a timely manner. Should any such change occur, or should any part of this agreement, or any provision herein contained, be rendered or declared invalid by reason of any existing or subsequently enacted legislation, or by a decree of any court of competent jurisdiction such invalidation of such part or portion of this agreement shall not invalidate the remaining portions hereof.

Remaining parts or provisions shall remain in full force and effect.

Please be certain to keep us updated of any contact information changes, especially e-mail addresses. "BBS" is not responsible for information not received as a result of invalid/outdated contact information.