



Thursday-Saturday
February 10th, 11th & 12th

BNCW Home Show

DATE OF REGISTRATION

Vendor Registration Form

Processed By:

VENDOR INFORMATION

Company Name :

Contact Name:

Billing Address :

City, State & Zip:

Phone Number:

Email Address :

Website :

WA State Resale License Number:

Contractor's License Number (If applicable) :

Do you currently have a City of Wenatchee Business License?: Yes No

UBI # :

ORDER INFORMATION:

\$25 3-Day Business License Charge: \$

of Booths:

Booth Subtotal: \$

Deposit (-\$): \$

Total Booth Pricing: \$

Note there is a \$150 NON-Refundable registration fee, per booth

VENDOR PAYMENT INFORMATION

Payment Options: Please Check One

- Invoice
- Check
- Credit Card *We accept all major credit cards*
- 3 Month Payment Plan *Must be paid in full prior to event*

Name on Card:

Card Number:

Expiration Date: CVV Code:

Signature :

I have read & understand the terms & conditions of this commitment for the BNCW Home Show. I hereby acknowledge & accept all terms, and conditions. See 2nd page for Terms.

VENDOR TYPE: *What products or services are you showcasing?*

Are you a member of BNCW : Yes No

Preferred Booth Location :

Booth location is done in house, we will contact you December 20th with your location.

Concourse:

Arena:

Booth #'s:

BOOTH PRICING: *Until December 15th*

	Member	Non-Member
1-Booth	\$850	\$950
2-Booths	\$1600	\$1800
3-Booths	\$2350	\$2750
4-Booths	\$3100	\$3700

\$100 Discount on Additional Booth

BOOTH PRICING: *After December 15th*

	Member	Non-Member
1-Booth	\$950	\$1050
2-Booths	\$1800	\$2000
3-Booths	\$2750	\$2950
4-Booths	\$3700	\$3900

IMPORTANT HOME SHOW INFORMATION:

February 10th-12th @ Town Toyota Center

Set-up Dates & Times:

Wednesday February 9th from 8AM-8PM

Show Hours:

Thurs. 10th 2pm-7pm

Fri. 11th 9am-7pm

Sat. 12th 9am-5pm

Tear-Down Date & Time:

Saturday Feb. 12th

5pm-10pm

CALL US TODAY! 509-293-5840

Please Return Completed Form By Mail or Email To:

Building North Central Washington 2201 N. Wenatchee Ave.
Wenatchee WA 98801 or PO Box 3556 Wenatchee WA 98807
danielle@buildingncw.org

TERMS & CONDITIONS

**** DISPLAYS/SIGNAGE:** No exhibitor signage on the back wall to exceed more than 24" above the pipe & drape. The visible back side of any signage that is above the pipe & drape must be finished. If the exhibitor's booth design exceeds the 3' high side walls, exhibitor must be pre-approved by a BNCW event staff member prior to set-up. **NO EXCEPTIONS!**

Space: The contracted space is to be used solely by the exhibitor named on the registration and no portion can be sublet. The exhibit shall forfeit all space and monies paid if he or she fails to comply with this condition or if they fail to occupy the space by Thursday, February 10th, 2022 no later than 11:00 am. BNCW does not guarantee the success of the exhibitor.

Reassignments: The BNCW has the right to move an exhibitor to another location to conform to all city, county, state and federal laws, regulations and requirements or as deemed necessary by management. There are no exclusives.

All Exhibits: Must comply with city, county, state and federal ordinances, regulations, Fire Marshall instructions, all inspections, licenses, and permits required by law, at the vendor's expense prior to the Show.

Restrictions: The BNCW reserves the right to restrict, remove, or relocate booths without refund that are deemed unsuitable or objectionable by management or have been falsely entered. This restriction includes but is not limited to: noise, PA Systems, persons, animals, smells, printed matter, conduct, food or anything of character that management might deem objectionable. The public attendance is forbidden from operating any power tools located in a vendors booth.

Move-In/Move-Out: Exhibitor acknowledges the move-in dates of Wednesday, February 9th 8:00am – 8:00 pm and Thursday, February 10th, 2022 8:00 am – 12(noon). If you require drive-in access or a forklift, you must contact the BNCW office prior to move-in to schedule a time, or else this privilege will not be allowed. The exhibitor also acknowledges the move-out date of February 12th, 2022 5:00 pm – 10:00 pm. Vendors will remove all possessions from the booth space by the deadline. **Failure to do so could result in a fine of up to \$2,000 and forfeiture of all property left on or around the Town Toyota Center premises. No exhibitor will start the tear down of his or her booth until AFTER the close of the show at 5:00 pm, February 12th, 2022 or be subject to a fine and/or a one-year suspension from exhibiting in the BNCW Home Show.**

Vendor Information/Passes: After registering you will receive a confirmation of your booth space. On or about January 21st, 2022, you will receive your vendor packet via email. Each vendor will receive four (4) vendor passes per booth purchased. All vendors must be wearing the appropriate vendor pass and show it in order to enter. Additional passes are available once all other vendors have their passes. Vendor passes will be handed out when you check-in at the show prior to your set-up. For more information on additional passes please contact Kim at the BNCW office (509-293-5840).

Food & Drinks: The Vendor Hospitality Room will provide coffee, water and light snacks Saturday and Sunday of the show. The Hospitality Room will be located on the second level of the Town Toyota Center. Vendor passes must be shown to access. All food/drink must be brought in through the bay area doors and can only be consumed in the Hospitality Room. **SORRY NO EXCEPTIONS!** Any food and drink found outside the Hospitality Room will be removed.

Utilities: Each booth is furnished with one fused 120-volt duplex receptacle outlet capable of delivering 500 watts of electricity. All electrical connections shall be equipped with an equipment ground conductor. Items that might require more than 500 watts of power are heating or cooling equipment of any kind, vacuums, hot tubs or a combination of smaller usage items such as lighting. Please contact the electrician if you are not sure how much power you may need. **Additional power will cost more at time of show than if it is pre-arranged.** Arranging power and all costs associated with it is the vendor's sole responsibility. **ALL ELECTRICAL POWERED UNITS CONTAINING ANY AMOUNT OF WATER MUST HAVE A GFI ATTACHED-NO EXCEPTIONS!**

Cancellation: If this agreement is cancelled by exhibitor or management for any reason because of exhibitor's default, or by violation of this agreement, the management will keep all monies already paid and all outstanding balances will still be due. If cancellation is submitted in writing to the BNCW office 45 days prior to the show, 50% of monies paid will be refunded. If cancellation occurs within 45 days of the show, the BNCW will retain all monies already paid. Space will be forfeited and resold. All other requests for refunds must be requested within 90 days of the event to the Chief Executive Officer for placement on the Board of Director's agenda and reviewed.

Security of Space: Failure of exhibitor to make any or all payments as outlined in this agreement shall entitle management to resell space, collect all unpaid monies, and collect through legal channels all amounts owed on behalf of exhibitor or its company. Management shall have the right to dispose of exhibitor property without notice to the exhibitor in such manner as it deems appropriate whether by sale or otherwise. Any sales' proceeds shall be retained by the management in payment of expenses incurred in disposing of such property and in payment of unpaid amounts; any excess shall be distributed to the exhibitor.

**** INSURANCE:** Exhibitor shall secure liability insurance for the dates of the show, naming BNCW and the Town Toyota Center as additional insured's. **Neither the management nor BNCW shall be responsible for loss or damage occurring during the show to the exhibit or exhibitors from any cause.**

Attorney's Fees: If a civil action was to arise between said parties out of this agreement or to enforce any provision named in this agreement, the exhibitor shall pay attorney's fees, court costs and any other related costs.

Agreement: Failure of exhibitor to make payment in full or as specified shall entitle management, at its option, to cancel this agreement without notice. An exhibitor will remain liable for any unpaid balance upon cancellation or forfeiture. A \$50 charge will be assessed for any check returned by the bank. Subject to terms and conditions contained within this document which are incorporated in and from a part of this agreement and upon acceptance of this agreement by Building North Central Washington (Management) and Registrant hereinafter referred to as the Exhibitor, agree to reserve booth as space shown on the diagrams of the official floor plan and under choice of booth(s) for the duration of the show, February 10th, 11th and 12th 2022. Use of the name Building North Central Washington Home Show or that of any office of said organization or recommendations of a product or service is expressly prohibited. Building North Central Washington reserves the right to refuse service or rental of the space to anyone. The terms and conditions listed throughout the registration form are also a part of this agreement. Upon acceptance of this agreement by management, this agreement shall become a lawful binding and enforceable contract between said parties. All exhibitors are subject to review by L&I, WA Department of Revenue, and the Better Business Bureau prior to participation in the BNCW Home Show. Use of the name BNCW Home Show or any similar use is prohibited and protected by copyright laws.

Liability: Exhibitor is entirely responsible for the space occupied by him or her and shall not injure, mar or deface the premises. The exhibitor will not affix any objects to the premises of any kind. No adhesive material can be used to hang banners, signs, etc. No vehicles, equipment, etc. shall block the entrances or egress in any way. The exhibitor will reimburse the BNCW and the Town Toyota Center for any and all damage occurring on or to the premises. Management shall not be liable for damages or expenses incurred by exhibitors in the event the show is cancelled, delayed or interrupted or not held as scheduled. Exhibitor shall indemnify and hold harmless the BNCW and Town Toyota Center, volunteers and staff from any claims arising out of or resulting from activities of the exhibitor or the officers, licenses, contractors, agents, employees, guests, invitees or visitors of an exhibitor.



February 10th, 11th, & 12th

Event Program Advertising is NOW OPEN!!

Early Bird Rate - 20% off Full Page - 10% off All other ads. Must use previous Tour or Home Show Ad, or camera ready ad, AND MUST BE PAID IN FULL BY DECEMBER 15TH!

Home Show 2022 Event Program

An excellent marketing opportunity that will reach YOUR target audience! Get your message out BEFORE the Home Show even opens!

13,500 Full-color Event Programs are printed and distributed to area outlets prior to the Home Show and will also be available at all entrances to the Event during all three days of the show. Event Programs will be inserted in an issue of the Wenatchee World prior to the event.

This isn't your usual once-through Event Program! This marketing is designed to not only reach your target audience before the show, but to stay with them long after as well!

Program Advertising Rates		
Ad Size	Rate	Early Bird Rate PIF by 12/15/21
Full Page	\$835	\$668.00
1/2 Page	\$465	\$418.50
1/4 Page	\$295	\$265.50
1/8 Page	\$160	\$144.00
Back Cover	SOLD	SOLD
Inside Front	SOLD	SOLD
Inside Back	\$975	\$780.00

ALL final ads must be in by Friday, January 7th

Invoicing Information

Company Name _____

Contact _____

Phone _____ Fax _____

_____ Check

_____ Invoice

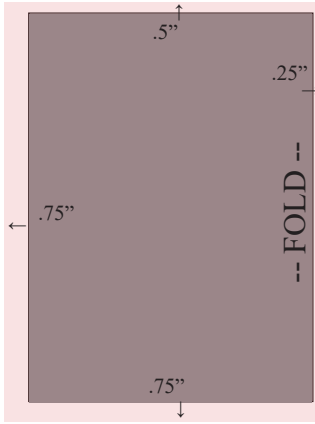
_____ Credit Card

All major cards accepted

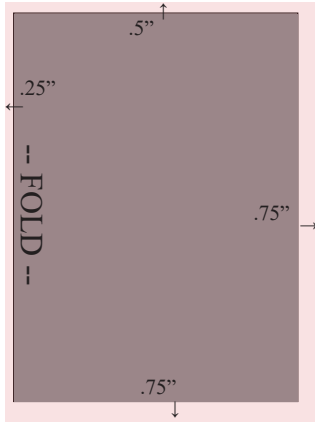
Signed _____ Date _____

For more information contact Kim Fenner at 509-293-5840 or email kfenner@buildingncw.org

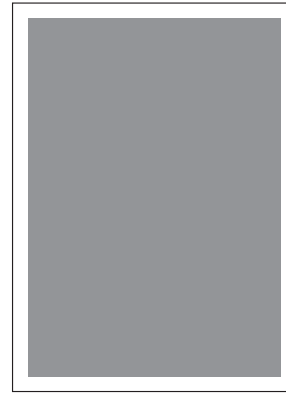
Event Program Ad Specs



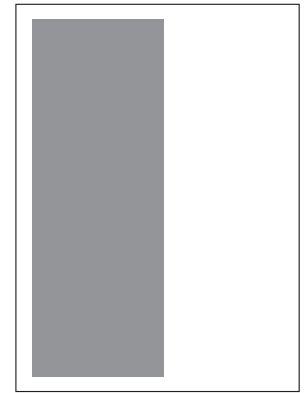
Full Page w/ L Bleed
8.5"w x 10.75"h



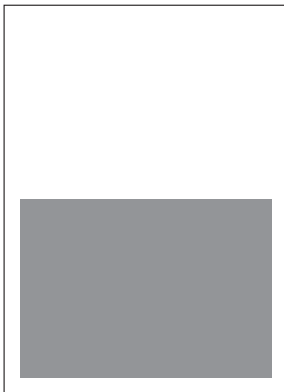
Full Page w/ R Bleed
8.5"w x 10.75"h



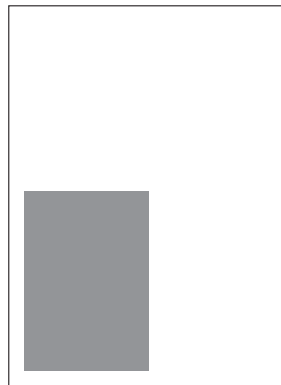
Full Page - No Bleed
7.5"w x 9.5"h



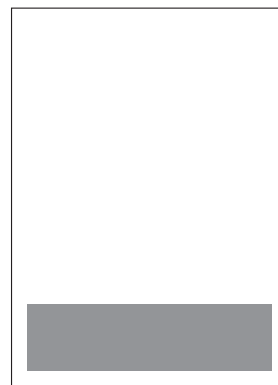
1/2 Page - Vertical
3.5"w x 9.5"h



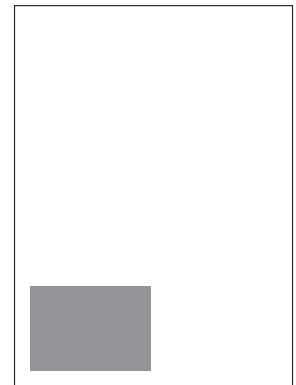
1/2 Page - Horizontal
7.5"w x 4.5"h



1/4 Page - Vertical
3.5"w x 4.5"h



1/4 Page - Horizontal
7.5"w x 2.25"h



1/8 Page
3.5"w x 2.25"h

Publication Finished Size: 7.75"w x 9.75"h

All ads will be full-color unless black & white is requested

Please email camera-ready art to Kim Fenner, kfenner@buildingncw.org
If you have any questions, or would like to make an appointment
to review ad layout, please call 509-293-5840