

Pacific Northwest Ball-Jointed Doll Convention

A creative retreat for artists, manufacturers, & suppliers

Thursday Saturday April 26-28, 2018

Doubletree Hotel, Seattle Airport 18740 Pacific Hwy S. Seattle, WA 98188

Set-Up: Thur. 9-11PM/Fri 8:00-10AM Public Show Hours: Friday 10-4PM Saturday 10-3PM

This is an interactive form - you can fill in the blanks and return by email (Paypal account or Credit card info required) or print and mail.

Dealer's Name: _____ Business Name _____

Address: _____

City / State / Zip _____

Phone: _____ E-mail _____

Products offered (required) _____

I will donate _____ to be given as a door prize at the event.

Washington UBI# _____ If you do not have one, a temporary one will be provided

All applications are processed on a first-come, first-served basis for available space. Contact us at staff@pnwbjdexpo.com with questions. **We correspond by e-mail.** We will add your e-mail to our communication lists but will not sell or distribute your email information. All pictures taken at the show (with your permission) are the property of PNW BJD for use in marketing materials. There is a \$25.00 fee for returned checks.

Each registration includes the following for yourself and ONE helper: Thursday welcome hors d'oeuvres reception, Friday dessert buffet, Saturday final banquet, panels/discussions, entry in prize drawings at all three meal events and your logo promotion on our website.

	Quantity	Price Each	Total
Registration for yourself & one helper Includes meals, prize opportunities, logo promotion as highlighted in yellow above.		\$195.00 **	
6' skirted tables	_____	\$100.00 ***	_____
Business card size ad in program		\$25.00	_____
Electricity, if needed		\$10.00	_____

**** Registration includes the items highlighted in yellow above for you and one helper.**

*****EARLY BIRD Sign-ups through September 15, 2017 = Sales tables \$50.00 each.**

Total Amount Due _____

Minus \$50.00 non-refundable deposit _____

Balance due on March 31, 2018 _____

Send in your business card size logo when you register, we will put it on the website.

My PayPal account: dorothy@dolls4all.com - Your Paypal Account:

To mail, make checks payable to: **Dorothy Drake / Dolls4all P O Box 33067 Reno, NV 89533**

Pay by credit card (Visa & MC only)—Deposit charged on receipt, balance charged on the due date:

Account Number: _____ Expiration date: _____ The name

on the card and the billing address is the same as below: Yes No if different, list difference:

You and your co-exhibitors agree to the show rules and release Dolls4all and/or the Doubletree Hotel, Seattle Airport and their employees or agents against any actions, losses, costs, damages, and expenses (including attorney's fees) from any damage to property or bodily injury to exhibitor their employees or agents by reason of occupancy or use of the exhibition facilities. By signing, you have agreed to the terms & conditions on the reverse side.

Signature: _____ Date _____ PNW BJD April 26-28, 2018

To send this form, save to your PC and then attach to an email to staff@pnwbjdexpo.com

Tell everyone that you are participating in the show! How many can we send you?

Small Posters _____ Postcards _____

www.pnwbjdexpo.com or email: staff@pnwbjdexpo.com 775 348 7713

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Terms & Conditions

Find the show: Driving in From I-5 North or South, take exit #152 (188th Ave). The hotel is located 1 mile west of I-5 on the corner of 188th and International Blvd.

Flying in: The DoubleTree Hotel operates a complimentary, no reservation shuttle every day. The shuttle leaves the hotel every 20 minutes from 4:05AM to 1:00AM. Follow the 'courtesy vehicle' signs in baggage claim to island one or three. The white DoubleTree shuttle displays a large #1 in the front window.

Sales floor hours: Friday 10-4PM Saturday 10-3PM

Set-up is from 9-11PM on Thursday and 8:00-10AM on Saturday. Dealers who have not checked in prior to 9:30AM on Friday will forfeit their tables. No refund will be issued.

Tear Down is from 3PM - 11PM on Saturday.

Hotel: The DoubleTree Hotel, Seattle Airport has a room block for our event. The rates are \$139.00 for a single or double room. For up to 4 guests per room add \$10.00 per day. The block is now open so anyone is able to make a reservation by calling **1-800-HILTONS** and using the group code **PDE** or by visiting the following online link: <https://aws.passkey.com/go/PNW DollExpo2018> The room block expires March 27, 2018. Overnight camper requests will need to check with the hotel directly.

Cancellations by Exhibitor: Deposits are not refundable. If you must cancel, partial refunds may be available. No refunds will be issued after March 30, 2018.

Parking & Unloading: Parking is available in the parking garage next to the Hotel. There may be a self-parking fee of \$12.00 per day. Unloading details will be available in your confirmation and online once they are clarified.

Space: Subletting of tables or vending space is not allowed. All spaces are on a 'per table' basis. A standard 'table' being defined as approximately 2.5'x 6' in size, plus reasonable exhibitor access. Displayed items must occupy the space purchased as indicated above. Aisles and fire exits are to be kept clear. Oversize displays and exhibitor-provided tables need to be approved in advance.

Display & Merchandise: Tablecloths and skirting are provided by the Hotel. We encourage you to decorate your space in keeping with the show theme. This is a PG-rated conference. PNW BJD reserves the right to restrict display of merchandise or decoration that would be viewed as unsuitable or obscene for attendees of all ages.

Sales: Your area must be staffed and available during all posted sale hours. All items for sale must have visible prices. Exhibits must remain in place, properly staffed and available to the public until 3:00PM on Saturday when the show officially closes. Early disassembly and packing is discourteous and unfair to the paying customer and can create unsafe conditions. Please do not make this an issue.

Floor / Room selling is not allowed. Only those who have paid for space will be authorized to offer items for sale. We have a swap only meet-up scheduled after the salesroom closes.

Sellers Permit: You will need to have a permanent or *temporary* seller's permit to sell. If you do not have a UBI, let us now and we will make arrangements for you. Or call: Washington State Dept. of Revenue at 800 647 7706. They are also available at www.dor.wa.gov The Master Application is in the Forms section of that web site.

Liability: Tape, screws, nails, hooks, tacks or the like can not be used to hang anything on the walls in any part of the Conference Center. The exhibitor agrees to reimburse the facility for any damage to the premise occurring in the space leased to you.

Infringement of copyright or patent rules and regulations are the sole responsibility of the exhibitor. Dolls4all/PNW BJD and its employees are not responsible for any actions of the event center employees, agents or assignees.

Security & Insurance: The convention hall is securely locked after hours. The hotel has security personnel. PNW BJD, the DoubleTree Hotel Seattle Airport, and their respective insurance companies are not financially liable for loss, damage or theft. Exhibitors are encouraged to insure themselves against loss and claims.

Event Cancellation: Dolls4all/PNW BJD and their sponsors are not be liable for damages or expenses incurred by Exhibitors in the event that the convention is delayed, interrupted or not held as scheduled as a result of natural disaster, or any other causes beyond their control. Should this occur, Exhibitors will be reimbursed their fees paid less an amount to defray expenses already incurred by PNW BJD.

Comments/Suggestions/Placement Requests