



October 20-22, 2017
The DeVos Place
Grand Rapids, Michigan

www.grcomiccon.com

Vending Kit

West Michigan Convention Ventures LLC
2256 20th St. Hopkins, MI 49328
616-281-5930 vending@grcomiccon.com
www.grcomiccon.com

Dealer Information, Rules and Guidelines

- 1. Dealer Set Up:** Thursday, October 19 from 1 to 9 pm and Friday, October 20 from 9 am until 1 pm.
(Subject to change)
- 2. Dealer Hours:** Friday, October 20 from 2 pm until 8 pm; Saturday, October 21 from 10 am until 7 pm; and Sunday, October 22 from 10 am until 5 pm. (Subject to change).
- 3. All vendor spaces are 10 feet deep by 10 feet wide and include one 8x2.5 foot table, two chairs, pipe and drape, and one small garbage can.** If you need extra tables we suggest bringing your own or you can order them through Art Craft here: <https://www.artcraftdisplay.com/event-furnishings>.
- 4. Booth fee includes two vendor badges per booth.** Extra vendor badges are available at \$45 each.
- 5. Electrical outlets, wireless and hard lined internet service, carpeting, landline telephone service, etc.** can be ordered through the DeVos Place here: <https://devosplace.org/exhibitor-forms>. West Michigan Convention Ventures LLC does not offer these services and they must be ordered through the DeVos Place.
- 6. Wall space is available for the same price as a corner.**
- 7. Dealers display will not extend beyond the boundaries of the space that is paid for and provided, or into the aisle ways in front of his/hers tables.**
- 8. Dealer agrees to keep his/her area clean and is responsible for any damage he/she may cause to the DeVos Place.**
- 9. Dealer will not sublet space to another dealer.**
- 10. West Michigan Convention Ventures accepts no responsibility for any merchandise sold at the show.** Responsibility for the merchandise and the legalities of selling, and/or necessary rights required to sell any merchandise rests solely in the hands of the dealer.
- 11. The Grand Rapids Comic-Con is a family friendly event and requires that no X-rated materials be sold at the show in any form.** This includes printed and electronic media such as magazines, pictures, DVD/Blu-rays, figurines or any other item deemed pornographic or sexist by the promoters. The Grand Rapids Comic-Con will also not allow the sale of any memorabilia surrounding X-rated films or Hentai. This includes pictures, posters, action figures, statues, original artwork, tote bags, or any other memorabilia about the adult film industry, even if the item itself is not X-rated.
- 12. The Grand Rapids Comic-Con is a family-friendly event, so displays that are overtly sexual or violent material will not be allowed.**
- 13. Any form of bootleg or self-pressed DVD, VHS, or Blu-Ray releases are not allowed unless the seller has express written permission from the copyright owner.** Used product produced by the original manufacturer is acceptable.
- 14. Any form of bootleg memorabilia such as posters, lobby cards, photographs, action figures, statues, swords, or any form or illegally manufactured materials or items not licensed by the copyright owners are not permitted. Vendors found selling these items will be escorted from the show by local law enforcement and subjected to federal prosecution. No refunds will be given.**

15. Dealer agrees not to break down his/her table and/or display before the conclusion of the show without permission of the promoters. If you choose to break down before the conclusion of the show without permission, you will not be allowed back at future events.
16. There will be no smoking in the building and all dealers must comply with state smoking, fire and safety laws. This includes e-cigarettes.
17. Dealer is responsible for all taxes and licenses required by the state of Michigan. Concessionaire's Sales Tax Return and Payment forms will be available at event check-in.
18. West Michigan Convention Ventures and the DeVos Place will not be held responsible for any injury to any show dealers, or any loss or damage to any exhibitor's property from any cause whatsoever while that property is in transit to/from/while at the DeVos Place in Grand Rapids, Michigan.
19. West Michigan Convention Ventures and the DeVos Place are not to be held responsible for theft, damage, or destruction of any kind from show attendees and other vendors. Vendors are required to insure their own property.
20. The dealer realizes that guests and events scheduled are subject to changes and/or cancellation.
21. **Dealer understands that once dealer space is paid for, no money will be refunded even if the dealer is unable to attend the show. Credit can be issued towards the following year's show.** Dealer also understands that West Michigan Convention Ventures has the right to resell or reassign tables that have not been claimed by 1 pm on Friday, October 20.
22. Certain space may be requested, but dealer understands that all booths will be assigned on a first paid, first placed basis. Promoter reserves the right to move vendors within the assigned vending space when necessary to applicable places (for example, from one corner space to another corner space, etc.)
23. Although requests can be made, no space next to a guest, attraction or another vendor is guaranteed and vendor understands that last minute changes do happen.
24. **No dealer space reservations will be confirmed without returning this form and payment in full.**
25. Any disputes that need to be settled in a courtroom will be done so in a court in Kent County, Michigan.
26. **There is a charge for parking as determined by the City of Grand Rapids. Parking and associated costs are vendor's responsibility. This includes load in and load out. *We have absolutely no control over parking prices nor, the ability to make deals on parking prices with the City of Grand Rapids.***
27. No balloons of any kind are allowed.
28. Anyone selling swords, realistic replicas of guns or any other metal weapon must follow these rules:
 - a. You may not sell to anyone under the age of 18 and you must card purchasers.
 - b. All weapons sold must be in sealed boxes.
 - c. All purchasers must be told to take the box to their vehicle and that if they open it on DeVos Hall premises it will be confiscated and not returned. A sign should also be posted in your booth space.
 - d. All dealers selling swords, weapons, etc. must provide a copy of proof of insurance.
 - e. Selling illegal/bootleg swords is not allowed and subject to prosecution.
29. The sale of live animals at event or during show hours is not allowed.

I hereby agree to the above terms:

Signature of vendor

Date

Printed name

Phone number

Company name

Address

City

State

ZIP

Email address

Web address

What are you selling? (Comics, DVDs, Action Figures, clothing, etc.)

_____ Inline Booth (10x10 foot space with one 8x2.5 foot table) at the Grand Rapids Comic
Con @ \$450 each _____

_____ Corner booth at the Grand Rapids Comic-Con @ \$500 per booth _____

_____ Wall booth at the Grand Rapids Comic-Con @ \$500 per booth _____

_____ Three Inline booths bulk special (10x30 foot space with three 8x2.5 foot
tables) at the Grand Rapids Comic-Con @ \$ 1300 / \$1350 with one corner.
(Does not include Wall booths) _____

_____ Four Inline booths bulk special (10x40 or 20x20 foot space with four 8x2.5 foot tables)
at the Grand Rapids Comic-Con @ \$1700 / \$1750 with one corner / \$1800 with 2 corners
(Does not include Wall Booths) _____

_____ Six Inline booth bulk special (10x60 or 30x30 foot space with six 8x2.5 foot tables)
At the Grand Rapids Comic-Con \$2500 / \$2600 with two corners
(Does not include Wall Booths) _____

_____ Extra vendor badges @ \$45/each
Each booth includes 2 vendor badges. _____

TOTAL _____

Vendors may send in their payment in the form of a check or money order made payable to "West Michigan Convention Ventures" to 2256 20th St. Hopkins, MI 49328. Vendors paying via PayPal will be sent an invoice to pay. Applications may be emailed in the form of a pdf file to vending@grcomiccon.com. Make sure to keep a copy of this contract and payment for your own records and bring a copy to the event.

Place any special requests here (booth numbers, etc.)
