

## Grand Rapids Comic-Con | April 12 - 14, 2024

### Dealer Information, Rules and Guidelines

- 1) **Dealer Set Up:** Thursday, April 11 from 1:00 to 9:00 pm and Friday, April 12 from 6:00 am until 11:00 am (times are subject to change).
- 2) **Dealer Hours:** Friday: Noon until 7:00 pm; Saturday: 10:00 am until 7:00 pm; and Sunday: 10:00 am until 5:00 pm (times are subject to change). VIP ticket holders are allowed admission a half hour early on Saturday and Sunday.
- 3) **Vendor spaces:** are 10 feet deep by 10 feet wide and include one 8x2.5 foot table, two chairs. If you need extra tables we suggest bringing your own or you can order them.
- 4) **Booth fee includes:** two vendor badges per booth. Extra vendor badges are available at \$45.00 each.
- 5) **Electrical outlets, wireless and hard lined internet service, extra tables/chairs, carpeting, landline telephone service, etc. can be ordered here:** TBA
- 6) **\*Cancellation Refund Policy**
  - a) More than 30 days before Friday of show, a full refund minus 3% fee, will be provided when/if the booth is resold and paid for.
  - b) 30 days or less before the show, no refunds or credits will be given.
  - c) Dealer also understands that West Michigan Convention Ventures has the right to resell or reassign tables that have not been claimed by 12 pm on Friday, April 12.
- 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/her booth space.
- 8) Dealer agrees to keep his/her area clean and is responsible for any damage he/she may cause to the venue
- 9) **Dealer will not sublet space to another dealer. Dealers may share space but each vendor must apply separately.**
- 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 requires that **no X-rated, Hentai or NSFW materials be sold at the show in any form.** This includes printed and electronic media such as magazines, pictures, DVD/Blu-rays, figurines, pillows, 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, Hentai or NSFW. 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 does not allow **displays that are overtly sexual or violent in content.**
- 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 products produced by the original manufacturer are acceptable.
- 14) **Any form of bootleg memorabilia** such as posters, lobby cards, photographs, action figures, statues, or any form of 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 and vaping.**
- 17) Dealer is responsible for all taxes and licenses required by the state of Michigan. **Concessionaire's Sales Tax Return and Payment form will be in your packet at check in.**
- 18) West Michigan Convention Ventures and Kalamazoo Co. Expo Center 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 Kalamazoo Co. Expo Center in Kalamazoo, Michigan.
- 19) West Michigan Convention Ventures and Kalamazoo Co. Expo Center 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) Certain space may be requested, but the 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.).
- 22) Although requests can be made, no space next to a guest, attraction or another vendor is guaranteed and the vendor understands that last minute changes do happen.
- 23) **No dealer space reservations will be confirmed without returning this application and payment in full.**
- 24) Any disputes that need to be settled in a courtroom will be done so in a court in Kent County, Michigan.
- 25) No balloons of any kind are allowed.
- 26) **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 purchasers must be carded.
  - 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 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.**
- 27) The exhibition and/or sale of live animals at events or during show hours is prohibited.
- 28) Non-popular culture businesses may be considered on a case-by-case basis.
- 29) Submitting the filled-out form is considered to be the signature agreeing to this entire contract, whether or not the vendor's signature is present.
- 30) Sponsoring A Celebrity Guest - Any Hollywood, comic book, literary, or YouTube guest making a personal appearance in a vending booth must be approved by the Grand Rapids Comic-Con's management at least 60 days in advance.
  - A. The Grand Rapids Comic-Con does have the right of refusal for any celebrity appearance for any reason whatsoever.
  - B. "Guest" is defined as any personality signing autographs or distributing materials, whether for free or for a fee, related to their own personal career.
  - C. If you want to sponsor a celebrity appearance, please contact Rosie Bono at [coordinator@grcomiccon.com](mailto:coordinator@grcomiccon.com) and discuss who you would like to bring to the Grand Rapids Comic-Con.
- 31) Kalamazoo Co. Expo Center allows pop up tents, but does not allow the top to be fully covered.

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VENDOR APPLICATION & CONTRACT | Kalamazoo Co. Expo Center



I hereby agree to the above terms:		
Signature of Vendor		Date
Printed Name		Phone Number
Company Name		Booth Name/DBA (If different than Company Name)
City	State	Zip
Email Address		
Web Address to list on Grand Rapids Comic-Con Website		
What are you selling? (Comics, DVDs, Action Figures, Clothing, etc.)		
QUANTITY	Note: Each 10x10 foot space comes with one 8x2.5-foot table, two chairs, two badges	AMOUNT
	<b>Inline Booth (no wall)</b> (10' x 10') @ \$350 each	
	<b>Wall Inline Booth</b> (10' x 10') @ \$400 each	
	<b>Wall or Inline Corner booth</b> (10' x 10') @ \$400 each	
Sold Out	<b>Two-Corner Endcap</b> booths (10' x 20') @ \$800	Sold Out
Sold Out	<b>Three Inline</b> discounted (10' x 30') @ \$945 Or <b>2 Inlines, 1 Corner</b> @ \$990	Sold Out
Sold Out	<b>Four Inline booths</b> discounted (10' x 40' or 20' x 20') @ \$1260 <b>3 Inline, 1 Corner</b> @ \$1305 / <b>2 Inline, 2 Corners</b> @ \$1350	Sold Out
	Extra vendor badges @ \$45.00/each. Each booth includes 2 vendor badges.	
	<b>TOTAL</b>	

**PAYMENT INSTRUCTIONS:**

You will be sent an invoice via PayPal. Cash, credit card or check made payable to “West Michigan Convention Ventures” to 2256 20th Str., Hopkins, MI 49328. Keep a copy of this contract and payment for your records and bring a copy to the event. **Booths are NOT confirmed until paid in full.** Payment in full is due upon receipt of invoice.

**Place any special requests here (booth numbers, etc.) and we will do our best to accommodate you**

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