



2017 Vendor Agreement

2017 Show Dates

7/22/2017 - 9/4/2017 - 10/28/2017 - 12/2/2017

Please Highlight the date you are making reservations for.

Vendor Agreement

The show is held at the Crossroads Event Center, 7000 Crossroads Blvd, OKC, OK. 73149. Formally known as Crossroads Mall on the North-East intersection of I-35 & I-240. The space being used is the lower level of the old JC Penny's on the South-West corner of the mall.

Show hours are 10AM to 5PM on the day of the show. There will be no non-vendor admittance during set-up time, from 7pm to 10pm, the day before the show and from 7am to 10am the day of the show, unless an early bird ticket was purchased.

Please be advised that the layout and placement of your vendor space is at the sole discretion of our staff and we may have to make changes in the initial plans or layout. Repeat vendors will have the opportunity to obtain the same space or upgrade as registration allows.

Venue Policies

We ask that you only use masking tape for temporary room decorations. Please do not use staples, nails, tacks or other forms of tape. Do not place stickers or paints, or deface venue materials in any permanent fashion. Signs, banners and flyers may not be posted outside of your table space. You are responsible for bringing your own display tools, shelving, etc.

We do not allow the open sales of any type of adult-deemed material (not limited to DVDs, VHSs, pornographic images/artwork). No adult material may be viewed by, sold to, or distributed to minors, and we require that vendors not bring adult-themed material at all. We reserve the right to judge the acceptability of all displays.

The presence and sale of firearms is prohibited.

Attempting to sale or buy the aforementioned items will lead to you and your inventory escorted from the property without a refund.

Pricing and Availability

Vendors' spaces sold at \$60 per standard booth, measures 12' x 8' and includes 1 (one) 6' table, with the following addendums:

- 1 Artist Alley Table = \$35 **no produced merchandise! Artists products only, such as drawings, books, card artwork, prints, etc.. The space included is approx. 8' x 6'
- 1 standard booth = \$60 (includes 1 (one) 6' table), 8' x 12'
- 2 Standard booths = \$110 (includes 2 (two) 6' tables), 24' x 8'
- 2 Standard booths = \$110 (includes 2 (two) 6' tables), 12' x 16'
- 4 Standard booths = \$200 (includes 4 (four) 6' tables), 24' x 16'
- Additional Tables are available for \$15 each for booth rentals if needed.
- Single table = \$20 (includes 1 (one) 6' table), 6' x 6' space. Only 35 available.

This price is not negotiable for vendors. Vendors are asked not to encroach upon their neighbor's space unless they are given permission. Vendors must give notice on their intentions to arrive for set up on the night before (7pm – 10pm) or the day of (7am-10am) of the show. No-show spaces are not subject to a refund and will be sold to available wait list patrons or other participants at the show. Payment is due at the time of reservation, unless prior arrangements have made, or the dealer will forfeit their space. After the initial spaces are filled, we will keep a waiting list of other interested vendors to be notified if there is a cancellation. Pre-registration ends 7 days before the date of the show. Any spaces left open at that time will be on a first come first served basis, registration after the cut-off date will incur a \$10 surcharge per space.

Room set-up/space

The Show Space will be marked and a layout established prior to the set up date, you will be assigned a space. Anyone found selling wares outside of the Show Space or Artists Alley to anyone other than a vendor will be asked to leave, or to purchase a booth space. The tables included with the spaces are 6 feet long by 30 inches wide, the additional tables that are available are 8 feet by 30 inches (banquet tables). We only have limited supplies; additional tables may sell out. The space we will be utilizing is VERY limited on electrical outlets, therefore we cannot guarantee that you will have power in your space. If you need WI-FI for a device it's recommended you bring your own hotspot because there is not wi-fi available.

Hours of Operation

The show will have operating hours 10AM to 5PM.

- Set up time
 - SETUP ONLY, NO GUESTS - 7PM to 10PM. The night before the show
 - Venue locked until 7AM the next morning.
 - Day of show set up time 7AM to 10AM
- Show Time
 - Open to the public from 10AM to 5PM
 - Early Bird admission is available for \$5 per person at 9AM

1. All payments, that are to be made via PayPal, Please email us at okchotwheels.com for any questions and to set up an invoice for you to pay. (There is a \$3 surcharge for using PayPal) If you must pay via check, please make all checks out to "Aaron Mills". And mail along with this contract to: Aaron Mills 11701 S Peebly Rd, Newalla, OK 74857.

2. There are no guarantee as to the availability of space and we reserve the right to limit. There is a possibility for more tables to become available to a vendor provided that there is enough space and/or dearth of payment from other vendors after the cut-off date.

3. Vendor has read the VENDOR CONTRACT TERMS AND CONDITIONS attached hereto and acknowledges that such terms and conditions are fully incorporated herein, and are binding on the parties hereto.

4. The following activities are prohibited in the Dealers' Room at all times: Smoking or any burning of objects; diffusers of scents; sales of food or beverage products; consumption or possession of alcoholic beverages, sales of firearms, sales of 18+ material, not limited to hentai, yaoi, yuri, porn, etc.

Agreed to this date: _____

Vendor Store/Business: _____

Vendor Representative (printed name): _____

Vendor Signature: _____

Vendor Contracts and any checks should be mailed to:

Aaron Mills
11701 S. Peebly Rd
Newalla, OK. 74857

Make all checks out to "Aaron Mills". **IF YOU PAID ONLINE VIA PAYPAL YOU DO NOT NEED TO PAY WITH CHECK, BUT WE DO NEED A SIGNED CONTRACT.**