

SparkleCon 5



VENDOR INFORMATION

DEADLINE: PLEASE RESPOND BY THURSDAY, DECEMBER 31, 2017

This letter invites your participation as a commercial and/or arts & crafts vendor for 23b's 2018 SparkleCon 5.

On **Saturday, January 27 and Sunday, January 28, 2018**, 23b Shop will host its annual event SparkleCon to celebrate Science, Technology, Art, and Hacking. The event will take place from 10:00 a.m. – 6:00 p.m. both days at 23b Shop located at 418 E Commonwealth Ave, Unit 1, Fullerton, CA 92832.

Interested persons should complete the attached Intent to Participate Form and return it via email to vendors@sparklecon.org or by mail to 23b Shop, C/O SparkleCon Vendor Relations, 418 E Commonwealth Ave, Unit 1, Fullerton, CA 92832, by December 31, 2017.

For additional information, contact us at vendors@sparklecon.org



SparkleCon 5

Saturday, January 27 and Sunday January 28, 2018

23b Shop, 418 E Commonwealth Ave, Unit 1, Fullerton, CA 92832

FEES

Commercial or Arts & Crafts Table

\$50.⁰⁰ plus **\$25.⁰⁰** admission per person (**max 2**)

Includes one 6ft. table and two chairs provided within a shared expandable tent. Space size is approximately 5'x10'.

Commercial or Arts & Crafts Booth

\$80.⁰⁰ plus **\$25.⁰⁰** admission per person (**max 4**)

Includes two 6ft. tables and four chairs provided within a 10'x10' canopy (no sidewalls).

Vendors MUST remain open throughout the event hours, 10:00 a.m. to 6:00 p.m.

In addition, vendors are required to pay for necessary permits and licenses to operate. Vendors are responsible for making sure they meet and abide by all sales and tax regulations.

Space assignments are made by the event planning committee. Priority is given to applications based on date received.

DAY OF EVENT INSTRUCTIONS

Participants will receive a confirmation letter, space assignment and day of event instructions, including detailed information regarding loading and unloading, parking and an event map.

CHECKLIST

To participate:

- ✓ Complete the Intent to Participate Form
- ✓ Enclose a money order or pay via PayPal for the total amount of the table/booth rental and admission fee

Email Intent to Participate form to vendors@sparklecon.org and send payment to paypal@sparklecon.org or mail form along with booth rental fee (MADE PAYABLE TO ACCX Products Inc.) to 23b Shop, C/O SparkleCon Vendor Relations, 418 E Commonwealth Ave, Unit 1, Fullerton, CA 92832.

Deadline: December 31, 2017



INTENT TO PARTICIPATE FORM

SPARKLECON 5

Saturday, January 27 and Sunday January 28, 2018 • 10:00 a.m. – 6:00 p.m.
23b Shop – 418 E Commonwealth Ave, Unit 1, Fullerton, CA 92832

PLEASE RETURN BY DECEMBER 31, 2017

Business Name: _____
(Print name as it should appear on program. Only one name per registered space)

Contact Name: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Type: table/booth Commercial/Arts & Crafts Table [] Commercial/Arts & Crafts Booth []

Product Description (Describe in detail the items you will be selling/exhibiting/promoting at SparkleCon): _____

Table with 4 columns: RENTAL RESERVATIONS, # Requested, Total, AMOUNT ENCLOSED. Rows include Non-Commercial/Information ONLY, Arts & Crafts/Commercial, and Admission.

PLEASE REFER TO BACK SIDE FOR COMPLETE LIST OF TERMS & CONDITIONS FOR PARTICIPATION

I have read the terms and conditions set forth in this prospectus and agree to abide by all health and safety rules and regulations. Furthermore, I agree to relieve the 23b Shop, SparkleCon, ACCX Products Inc., their employees and agents shall NOT be held liable for any lost, damaged or stolen items belonging to the participant.

Signature Title Date

Email Intent to Participate form to vendors@sparklecon.org and send payment to paypal@sparklecon.org or mail form along with booth rental fee (MADE PAYABLE TO ACCX Products Inc.) to 23b Shop, C/O SparkleCon Vendor Relations, 418 E Commonwealth Ave, Unit 1, Fullerton, CA 92832.



TERMS & CONDITIONS

1. Submitting an application does NOT guarantee acceptance in the SparkleCon 5 Event.
2. Commercial entries may sell products, give away free samples, gather mailing list or otherwise market your business.
3. Vendors are required to pay for necessary permits and licenses to operate. Vendors are responsible for making sure they meet and abide by all sales and tax regulations
4. All vendors should have a current California Resale Permit.
5. Two 6ft. tables and four chairs will be provided within a 10'x10' canopy (no sidewalls) for Commercial or Arts & Crafts vendor booths.
6. A 6ft. table and two chairs will be provided within a shared expandable tent for Commercial or Arts & Crafts vendor tables. Space size is approximately 5'x10'
7. Open flame appliances are not allowed within the tent structure.
8. NO drug or Alcohol-related items (t-shirts, buttons, or posters with advertising or slogans) allowed. All work MUST be appropriate for family viewing.
9. Participants will adhere to all event opening and closing times. Vendors MUST remain open throughout the event hours, 10:00 a.m. to 6:00 p.m.
10. Participants will conform to all entry and exit procedures.
11. Participants CANNOT move to another location without permission from event official. All decisions on booth placement are final.
12. Participants must remain within their designated space. Booths MUST conform to size restrictions on all sides and NOT infringe on walkways or neighboring booth spaces.
13. Participants are responsible for their own display. 23b Shop, SparkleCon, ACCX Products Inc., their employees and agents shall NOT be held liable for any lost, damaged or stolen items belonging to the participant.
14. NO pets or other animals of any kind are allowed (except for service animals).
15. Only one vendor per booth. Sharing a booth is not permissible.
16. ALL alcoholic beverages are prohibited in booths and throughout the entire event area.
17. Refunds (less \$50 cancellation fee) will be made ONLY if a request is made in writing before December 31, 2017.

I HAVE ENCLOSED THE FOLLOWING:

- 1. Complete Intent to Participate form.
- 2. A money order for the total amount of the table/booth rental and admission fee.

- I understand that deposit of money does not constitute acceptance. If not accepted, a full refund will be issued.
- I have read and will comply with all the rules and regulations regarding this event.
- I fully realize that 23b Shop, SparkleCon, ACCX Products Inc., their employees and agents, in any way, assume responsibility for or are liable for any injury to any person or loss or damage to property before, during or after this event.
- I understand that if any of the requested fees are not included with this application, it will be returned to me and not processed until properly completed.
- I will remain open during the hours as indicated at the top of this form.

Participant's Signature (Required)

Date

