



Red Line Powersports
Honda-Kawasaki-Yamaha-Suzuki Dealership

Official BikeFest Location
URBAN BEACH FEST

Event Date: May 22-25, 2008
Event Location: 4663 Highway 501, Myrtle Beach, SC 29579
 Vendor Coordinator: Andrea Hensley
 Application Mailing Address: 2105 Cromley Circle, Unit C, Myrtle Beach, SC 29577
 Phone/Fax: P: 843.712.2618 F: 843-712-2621
 E-mail: andrea@festivalpromotionsmyrtlebeach.com
 Website: www.festivalpromotionsmyrtlebeach.com

<input type="checkbox"/>	10' x 10'	\$1,050.00	<input type="checkbox"/>	20' x 30	\$2,250.00
<input type="checkbox"/>	10' x 20'	\$1,350.00	<input type="checkbox"/>	20' x 40'	\$2,650.00
<input type="checkbox"/>	10' x 30'	\$1,550.00	<input type="checkbox"/>	20' x 20'	\$1,850.00
<input type="checkbox"/>	Factory Rigs and Trailers over 40'				\$3,050.00

The amount of space you check off above is the **total** space to be set-aside for you. Make sure you take into consideration all of your needs including all ramps, doors, awnings, bike staging & display areas! No exhibits or motorcycles are to be displayed in the aisles or walkways!!

3-4 DAY PERMITS & LICENSES: ** *Please Note:* If the permit fees were to increase the vendors will be responsible for that increase.
 \$400.00 Temporary Zoning Permit
 \$100.00 Hawkers/Peddlers Permit
 \$125.00 – Hospitality Fee – Only required for Food & Beverage vendors
 \$50.00 RV Permit (pertains to ANY vehicle with sleeping quarters)

Total Space Rental	\$ _____	
Total Permits/Licenses	\$ _____	
Power	\$ _____	
TOTAL DUE:	\$ _____	
50% Deposit:	\$ _____	50% Deposit due at time of application
Balance Due:	\$ _____	Final Payment is due <u>no later</u> than 4/20/08***

***Make Company Checks (no personal checks)/Money Orders payable to: **FESTIVAL PROMOTIONS**

We are also now **ACCEPTING** credit cards

IF PAYMENT IN FULL IS NOT RECEIVED BY THE DUE DATE – YOUR SPACE WILL BE RELEASED AND MONIES FORFEITED
Spaces will be sold on a first-come-first-serve basis.

Company Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell: _____ Fax: _____

Federal ID # or Social Security #: _____

Website: _____ E-mail: _____

Authorized Person: (Please Print) _____

Credit Card (MC, Visa, etc.) _____ Account Holder's Name _____

Credit Card Number _____ Expiration Date _____

Three Digit ID Number on BACK of Credit Card _____ Dollar Amount to be Charged _____

Authorized Signature Allowing Festival Promotions to Charge Above Amount _____

In making of this application, we agree to exhibit under and in compliance with the accompanying Information/Rules & Regulation sheets included with this vendor packet.

Signed: _____ **Dated:** _____

Show Management Use ONLY:	Date Received: _____	Deposit Received _____
	Balance Due: _____	Balance Received _____
	Date Paid in Full: _____	

VENDOR INFORMATION

Please make sure all areas of this information sheet are filled in and attach it with your Vendor Application. We ask that all information is as accurate as possible. This will help us make all the proper arrangements and have everything ready for you upon your arrival.

1. TRAILER SPACE REQUIREMENTS: - VERY IMPORTANT!

Make sure you include ALL awnings, loading and unloading ramps, doors, service windows, trailer tongues, access areas, and staging areas. Please list length of trailer and the side you will be working out of. Use the space below to detail any information that will be helpful in assigning your booth space. The exact amount of space you check off is what will be set aside for you – NO EXCEPTIONS once you are on site!

_____ Space Size
_____ Length of Trailer _____ Side you work out of

2. POWER REQUIREMENTS: ***VERY IMPORTANT *******

- ❖ All power is provided by generators and must be arranged 30 days out.
- ❖ Generators will only be run during show hours.
- No Power Needed
- 10-20 amp - \$160.00
- 110-30 amp -RV PLUG - \$185.00
- 30-amp 110 volt - \$185.00
- 110-40 amp - \$210.00
- Other (Please describe) _____ \$250.00 additional

INCLUDE additional power amount on your vendor application!

Please Note: If the amount of power you require once you are on site exceeds the amount you have checked off above we *may not* be able to provide that service to you. We will do everything possible to accommodate your power needs, BUT THERE WILL BE A \$200.00 CASH CHARGE FOR ANY ADDITIONAL POWER NEEDS ONCE YOU ARE ON-SITE. Make sure you bring any *special* *plugs/adapters* and all extension cords you will need. If you are not sure of what you need please call and we will get you in touch with our power supplier.

3. PRODUCT LIST:

Be Specific... List what you will be selling – what is on this list is what you are permitted to sell. NO EXCEPTIONS! This enables us to limit the number of like goods on the lot, which enables everyone to have a profitable show. We will try and limit the vendors to two with like goods – exceptions to this rule may apply. Show Manager has the right to refuse to allow any item not listed from being sold during the event.

8. VENDOR & TRAILER PARKING:

Vendor parking will be located in a lot close to the vendor display area. Vendor trailer parking will also be located in a back parking lot, not directly in the vendor display area. Please check with staff during set-up as to where to place your trailer and obtain a trailer parking pass. Any trailers parked without passes will be towed at owners expense!

9. MAINTENANCE OF BOOTH SPACE:

We will be providing the trash pickup in all the common areas, additionally, please keep your booth free from excessive trash. All cardboard boxes need to be broken down prior to placing in proper receptacles. Failure to leave your booth area in clean condition could result in an additional fee of \$250.00 for collection of excess trash and disposal of said trash. Remember the space you rent needs to be returned in the same condition it was received!

10. EVENT SCHEDULE:

<u>MOVE-IN:</u>	Tuesday - 5/20 Wednesday - 5/21	10:00am – 6:00pm 9:00am – 7:00pm (ALL vendors)
<u>EXHIBIT HOURS:</u>	Thursday 5/22 – Sunday 5/25	10:00am - 7:00pm
<u>MOVE OUT:</u>	Sunday 5/25 Monday - 5/26	7:00pm - ???? 8:00am till 5:00pm <i>EVERYTHING</i> needs to be removed by 5:00pm

NO ONE is allowed to start packing boxes or breaking exhibit down prior to 7:00pm on Sunday 5/25. EVERYONE needs to stay open – Remember... what you do directly affects everyone on the vendor lot. I know you are ready to get home but we have to take all vendors into consideration!

****Everything needs to be removed by the end of the day on Monday 5/26. Any vendor who does not remove everything (including YOUR TENT AND RIGS) by the end of day on 5/26 will be assessed a penalty of \$250.00 per day.**

11. PERMITS/LICENSES

We obtain all your necessary County permits and licenses for you and give them to you when you arrive! THESE NEED TO BE DISPLAYED THE ENTIRE SHOW. If you lose it please see me right away! There will be a \$25.00 charge for replacement placards. Make sure you fill out and mail or fax the Hawkers/Peddlers Application back to me – I need this to obtain your permit!

12. TELEPHONE/COMMUNICATION LINES:

This service is NOT available on this lot. You will need to use satellite or cellular machines. A local contact is Debbie Bone - 843-267-6711

13. MARKETING/ADVERTISING:

We will be promoting this vending location and all of our vendors in the Rally ads prior to the event.

Thunder Press North US Rider	Thunder Press South Motorcycle Events Magazine
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You will also see numerous billboards and signage through out the Grand Strand promoting this location.

We have a very informative website (www.festivalpromotionsmyrtlebeach.com), we will be listing all of the vendors along with your web sites as you confirm with us. Please make sure you print your website address clearly on the application or notify us immediately if it changes so we can be accurate with your information. If you have a jpeg file of your logo and will forward it with a brief bio of your products/services to info@festivalpromotions.com we will highlight you in our vendor spotlight.

Official Bike Week Guide:

You may want to consider taking out a ¼ page color ad (\$400.00) in the “Official Bike Week Guide”. We print 30,000 copies and it is distributed all over the city in motel’s/hotel’s, restaurants, bars, Welcome Centers and of course at all of our vending locations. Please contact Mike Shank at 843-712-2618 or e-mail him at mike@festivalpromotionsmyrtlebeach.com to get the details.

14. SHIPPING OF MERCHANDISE:

We are NOT able to accept any deliveries prior to Tuesday 5/20. No CODS will be accepted. You will need to use the following information if you plan on shipping merchandise.

Shipping Address:	Company Name RedLine Powersports BIKEFEST Vendor Area 4663 Highway 501 Myrtle Beach, SC 29579
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15. TENTS:

The following is the contact information for the tent company that we use and feel comfortable recommending to you. You may want to consider having them set your tent so it will be ready and waiting for you upon your arrival.

Ed Widauer – JV Chujko, Inc. – 412-906-7590

Very Important:

What ever tent company you choose, make sure you tell them **that they can NOT stake the tents**. They will have to use water barrels or weights. When you reserve your tent make sure you tell them all tents need to be removed **by the close of day on Monday 5/26!**

16. VENDOR EXHIBIT AREAS:

THIS IS VERY IMPORTANT! When you choose your booth size you need to take into consideration ALL of the area you will require. Make sure you include room for the following: trailer tongues, all display areas, staging areas, unloading and loading ramps, awnings & doors. **ONLY** the amount you specify will be what we set aside for you. NO exhibits can project out into the aisles and walkways. We have strict fire code regulations and zoning regulations we must comply with. Please take into consideration all of your needs and make sure you order the correct amount of space. NO extra space will be available during move-in.

17. FIRE EXTINGUISHERS/FIRE CODE REGULATIONS: - PLEASE READ

All tents are required to be flame retardant and have the necessary tag stating such. Also...ALL vendors are required to have a workable, up to date FIRE EXTINGUISHER in their leased space. They city inspectors will make surprise visits and will automatically close you down if you are found not to have proper equipment.

18. PETS:

Pets are strongly discouraged for health and safety reasons. If you cannot make other arrangements for boarding, your pet MUST BE ON A LEASH AND POLICING AFTER IT IS REQUIRED. Your pet must be under your control at all times, and YOU ARE FULLY RESPONSIBLE FOR ITS ACTIONS. Any offensive or unsafe action by your pet MAY RESULT IN EXPULSION WITHOUT REFUND.

19. REFUNDS:

Space refunds WILL NOT BE ISSUED for cancellations made 30 days prior to event.

PLEASE NOTE:

- Festival Promotions & RedLine Powersports reserves the right to accept or reject any vendor space application.
- No fundraising activities will be allowed without express written consent of show management.
- Only those items listed on your vendor information sheet will be allowed to be sold.
- Only approved Food Vendor can sell beverages and food items