



ICCC 2018 Vendor Table Registration

ICCC 9/14 + 9/15 2018

www.iccollectorsconvention.com

(615) – 994 - 0099

ICCC@iccollectorsconvention.com

EVENT REQUIREMENTS:

- Passes are for Exhibitor & Staff use ONLY and are not permitted to be sold nor transferred
- Exhibitors may not rent or sublet their space without the express permission of ICCC.
- Exhibitors must occupy their space throughout all days of the convention.
- Exhibitors cannot expand into other tables or set-up outside of their designated booth space.
- Load-in can only occur during the times listed on the One Sheet and Exhibitor Kit. Exhibitors must be prepared by event start.
- Adult materials are restricted.
- Exhibitors are not permitted to have celebrity guests in their booths without the express written permission of ICCC.
- Video or audio recording of any kind is not permitted at Exhibitor & Artist meetings.
- PLEASE NOTE: Booth placement is subject to Fire Marshal changes at any point.
- Failure to comply with requirements listed above may result in suspension from future ICCC events.

\$300 1st booth, \$200 2nd booth, and \$100 any additional booth(each booth will include):

- 2 Vendor Wristbands. (max of 6 wristbands per vendor)
- 10'x10' footprint
- One (1) 8'Lx30"Wx30"H Table
- Two (2) Chairs
- Table placement priority is First Paid in Full First to pick. ICCC will make every effort to give you your top selections during the booth placement process, but cannot guarantee a specific placement.

EVENT REQUIREMENTS:

- Full payment due no later than 60 days prior to show

***Please note that the email you use to sign up with online is the email you will receive updates from ICCC on- please use your correct

- Payments must be made via Paypal, check, wire transfer/ACH or with a credit card
- ICCC will email an invoice to the exhibitor with the total balance due as well as the balance due if the exhibitor wishes only to pay a deposit. It will also contain payment instructions for your convenience.
- No payments may be made until an invoice is received.
- Checks must be made out to "IC Collectors Convention" and must be mailed to: "ICCC / Attn: Sales Team / P.O. Box 714 Nolensville TN 37135
- Checks must be received at the Nolensville office 30 days prior to the first day of load-in. Checks received after this date will be automatically returned to the sender and will not be deemed paid.
- Please include the Invoice # in the memo of the check.
- Exhibitors will be responsible for any fees incurred by bounced checks.
- If no check is received within 30 days prior to the first day of load-in, exhibitors will be required to pay via credit card through your PayPal account. NO payments will be accepted on-site.
- In order to be sent an invoice, please express interest in exhibiting to the email address or phone number above.

2018 BOOTH PLACEMENT PROCEDURE

- Maps will be made available approximately buy 4/1/2018
- Exhibitors will receive an invitation to select tables the full amount has been paid, first to pay the full is the first to pick their booth and it will go in order from there.
- Exhibitors are highly encouraged to put down a payment as soon as possible to guarantee tables.
- Full payment must be remitted no later than 60 days prior to the first show date. Exhibitors who are not paid-in-full by this date will forfeit their reserved space on the floor map and must choose again once their payment is complete.

DEPOSITS, CANCELLATION, REFUND & TRANSFER POLICY

- 50% Deposit will create a hold on the specific number of tables at ICCC. Once table is paid in full location selection will begin, first to pay, first to pick.
- 50% deposit - this amount is non-refundable and non-transferable. No refunds will be provided if requested 30 days or less prior to the event on 9/15/18. If you cancel your booth space more than 30 days prior to the event, you either will receive a full refund or be allowed to transfer funds to a future event. All transfers or refunds MUST be approved by your sales representative only. Failure to notify ICCC in writing of a cancellation more than 48 hours prior to load-in start time of an event is an automatic forfeiture of funds.

- Deposits will create a hold on the specific number of tables at ICCC. This hold remains only until table placement starts. You will then be required to pay the balance owed and will receive a Final Notice that payment is due. If full payment is not made by the Final Notice of table placement, your deposit will either be transferred or forfeited. Please note that deposits do not guarantee a specific table, just a hold on a booth at the event.

- Each Exhibitor table includes two (2) complimentary Floor wristbands. (up to 6 bracelets max per vendor) These wristbands give you access to the event floor during load-in hours and throughout all 2 days of the event. Each wristband can be used for one person and is not transferable. An ICCC staff member must put on your wristbands individually; wristbands must be worn at all times when on the event floor. Wristbands can be picked up at Exhibitor/Artist Registration at any point during the event. They will be under the Company Name on the Registration Form submitted and ID must be presented. No children under the age of 14 years old are allowed on the event floor during Load in/Load out. This is the policy of the Convention Center Public Safety department. ICCC does not provide childcare services. No Exceptions. EVENT DATES ARE SUBJECT TO CHANGE. BY MAKING ANY PAYMENTS TOWARDS A table, YOU HAVE READ AND AGREED TO ALL TERMS LISTED ABOVE.

BOOTLEGGING POLICY & Repró ANTI- INDEMNIFICATION CLAUSE

- ICCC does not permit or condone the sale of bootleg or unauthorized merchandise at the show. The sale and/or display of ANY merchandise shall ONLY BE ALLOWED, where the merchandise has been approved by the license holder for the property depicted and does not infringe on copyright or trademark laws. By attending the event as an Exhibitor, you are agreeing to follow these guidelines and any violation may result in immediate expulsion from the convention without refund. ICCC works with law enforcement authorities, licensees, and rights holders to act against the sale of bootleg and unauthorized merchandise at this event. Any exhibitor caught selling any bootleg or otherwise unauthorized merchandise or material may additionally be subject to prosecution by local, provincial, and federal authorities who will be given full access to this event.

- Exhibitors assume entire responsibility and hereby agree to protect, indemnify, defend and save ICCC harmless against all claims, losses and damages to person or property, governmental charges and or fines and attorney fees arising out of or caused by exhibitors installation, removal, occupancy or use of the exhibition premises or any part thereof.

- Exhibitors agree to hold ICCC harmless from loss or damage of merchandise or injury sustained during attendance at its events. ICCC takes no responsibility for items lost or stolen: it is up to vendors to carry insurance for their goods.

- Exhibitors understand that ICCC does not maintain insurance covering Exhibitor, their employees, family or helpers, or exhibitor's property, and it is the sole responsibility of Exhibitors to obtain such insurance should Exhibitors want or need such insurance.

- There will be security on premises, however ICCC is not responsible for exhibitor's property. Be vigilant, not paranoid, and help each other if needed.

- ICCC RESERVES THE RIGHT TO DENY VENDOR / CREATOR ACCESS TO ANY EVENT IF THE COMPANY FEELS THAT PARTICIPATION BY A GROUP OR INDIVIDUAL WILL HARM THE EVENT OR OUR COMPANY IN ANY MANNER. ICCC WILL BE THE FINAL ARBITER IN THESE CASES. THIS INCLUDES SUBLETTING SPACE.

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