



## VENDOR INFORMATION

This form must be signed and returned with your registration form before your exhibit booth can be set up!

### **Arrival Schedule**

Registered Vendors may arrive as early as Friday, June 19th, (early arrival fees apply), but only Escapees Commercial Members will be allowed to set up on Friday. Helpers must register and pay applicable fees. All other Vendors will set up on Saturday, June 20th. Parking will be open from 8:00 a.m.–2:00 p.m. ONLY!

### **Exhibit Space**

Indoor booths are approximately 10' x 10' with pipe and drape, one 8' table, two chairs; table skirting not provided. Please let us know if you'll use the tables & chairs we provide or will bring your own. Additional charge for electric. Outdoor booths are approximately 10' x 20', no pipe and drape and electric may not be available, please ask if you need electric. You must fit within your allotted space and not have signs, merchandise, or displays blocking other vendors or common areas. Please do not block aisles or fire lanes with any items. Market setup hours are 9 a.m. to 4 p.m. Friday and Saturday.

### **Hours of Operation**

Sunday, 9:00 a.m.–2:30 p.m.

Monday-Wednesday, 9:00 a.m.–4:00 p.m.

### **Escapade Program**

As registered attendees of Escapade you are encouraged to attend any and all Escapade activities.

### **Vendor Appreciation Dinner**

You are invited to join us for a Vendor appreciation social and dinner party from 6:00 p.m.–8:00 p.m. on Saturday, June 20th. This is a great opportunity to visit with fellow Vendors and meet some of the Escapees national staff.

### **Products**

Escapade does not offer an exclusive on any product or service. Every effort will be made to separate Vendors with similar products from each other, but this is not guaranteed. Vendors may not share or sublet their market space with any other Vendor nor display products that are not part of your regular product line. Please make sure you have told us ALL the products you sell so we know where to place you.

### **Drawings**

If you have a drawing, winner(s) must be drawn, announced, and prizes given away at your booth only, unless the drawing is to be done on a future date after Escapade. Winners will not be announced from the stage during any general assembly function. Vendors may only conduct sign-ups and drawings in their respective market area.

### **Parking**

You are welcome to use the golf cart transportation service provided at this event. If you drive your personal vehicle, please park in the designated Vendor parking areas. These parking areas are usually very limited.

### **Service**

If you will be servicing or performing parts installation on RVs or vehicles, please let us know well in advance so we may arrange a space for your use. Welding can only be done in designated areas. Please contact the Escapade office well in advance if you need to do welding.

### **Deliveries**

UPS, Fed-Ex, and USPS will deliver to Escapade. Address to: Your **Company** name; SKP # (if applicable); c/o ESCAPADE, Sweetwater Events Complex, 3320 Yellowstone Rd. Rock Springs, WY 82901. Clearly mark your shipments as either booth supplies, welcome bag, door prize, or personal. Do not send deliveries or mail to arrive before June 8 or after June 24. Booth supplies will be delivered to your booth.

All mail not picked up by June 24th will be returned to sender.

### **Sales Tax**

For Wyoming sales tax info go <http://revenue.wyo.gov/Excise-Tax-Division/sales-and-use-tax-license-applications-forms>.

### **Departure**

Please do not vacate your booth before 4:00 p.m. on Wednesday, June 24. You may extend your camping stay through Saturday, June 27, departing by 12:00 noon Sunday, \$35 per night. Please contact Escapade registration.

### **Release**

As a Vendor/Exhibitor at this event, you are granting your permission to be filmed, videotaped, audiotaped, or photographed and grant full use by Escapees RV Club without compensation.

### **Insurance**

Each Vendor must carry property and liability insurance and furnish proof of such insurance to Escapees RV Club prior to arriving at Escapade. Escapees RV Club is to be listed as additionally insured with waiver of subrogation with General Liability limits of \$2,000,000 and Aggregate limit of \$1,000,000 per occurrence. You can also opt to purchase insurance through Escapees RV Club for \$80. No matter what your product is, you must provide us with this proof of insurance.

### **Responsibility**

It is the responsibility of each Vendor to obtain proper state/local operating documentation (sales permit, tax forms, etc.) for Escapade. Your assigned area is your space only; no subletting/sharing is permitted. If you sell, demonstrate, or use mobile equipment such as golf carts, scooters, bicycles, motorized wheelchairs, etc., you are responsible for any damage, injury, or loss either you or your potential customer may cause as a result of their use. All such use and/or demonstrations are to be conducted outdoors. Vendors and attendees must follow all safety guidelines and applicable laws of the state and local agencies.

### **To Register**

Contact Escapade Registration at: [registration@escapees.com](mailto:registration@escapees.com) or 936-327-8873, ask for Kim or Tamika, or, Duane Mathes [duane@escapees.com](mailto:duane@escapees.com), 907-715-7515.

**BY YOUR ATTENDANCE AT THIS EVENT, YOU ARE AGREEING TO THE FOLLOWING:** As an attendee/vendor, you assume all risk and danger relating to your personal property, RV, and attendance at this event. Escapees, Inc., its subsidiaries, employees, agents, or volunteers shall not be held responsible for any personal injury or loss or theft of personal property. Volunteers may be directing and assisting you in your parking areas. It is, however, the driver of the RV or other vehicle who is ultimately responsible for avoiding obstacles or dangerous situations and is solely responsible for any damages to their property or the property of others. As an attendee at this event, you are granting your permission to be filmed, videotaped, audiotaped, or photographed, and granting full use without compensation.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Company: \_\_\_\_\_

*Only those registered as a "Vendor" may sell products or services at Escapade. Escapees RV Club and Escapade do not provide exclusive rights for any product and retain the right to reject any and all applications. Escapade is a private function of the Escapees RV Club and all Vendors attend by invitation only. Market space is limited.*