



# WBCCI

803 East Pike Street, Jackson Center, OH 45334

Phone: (937) 596-5211

## 62<sup>nd</sup> International Rally DOSWELL, VIRGINIA



Vendor/Exhibitor Display Days: July 22-26, 2019 9 am – 4 pm

Bonus Days: July 20-21, 2019 9 am – 4 pm

In July 2019, the Wally Byam Airstream Club (WBCCI) anticipates over fifteen hundred members and guests will arrive in their Airstream trailers and motorhomes for the Club's 62<sup>nd</sup> International Rally. The Club invites you to be among the vendors/exhibitors and services displayed in the beautiful air-conditioned Farm Bureau Center at The Meadow Event Park during the world's largest annual gathering of Airstream owners. We appreciate and value every vendor/exhibitor and service provider and so again offer you the best sales opportunity we can. We offer flexibility on display dates and will continue to offer our booth space at no cost. Come join us for a successful and exciting rally in Doswell, Virginia.

### VENDOR/EXHIBITOR AGREEMENT

The Vendor/Exhibitor understands this application becomes a contract when approved by the International Rally Committee and is signed by the WBCCI. WBCCI reserves the right to decline or reject any Vendor/Exhibitor for any reason at any time without liability. The Vendor/Exhibitor agrees to abide by the Rules and Regulations (attached) governing the 62<sup>nd</sup> International Rally.

The Vendor/Exhibitor further agrees to the following:

1. WBCCI will take all reasonable precautions to protect the Vendor's/Exhibitor's property but will not be responsible for loss or damage. The Vendor/Exhibitor agrees to save the exhibit hall owner, employees and show management and their agents and employees free and harmless of and from all claims, demands, damages and liability whatsoever kind and character asserted by the person or persons on account of any loss or damage to the property, or injury or death of any persons occurring upon or about the leased premises arising out of the use of leased premises by the Vendor/Exhibitor. Vendors/Exhibitors shall carry and maintain insurance during the show, including move-in/move-out days at their own cost and expense. Personal injury and property damage insurance coverage under policies of general public liability, auto and workers compensation with limits of at least \$1,000,000 combined single limit for bodily injury and property damage are property damage are required. Prior to move-in, Vendor/Exhibitor must provide a certificate of insurance naming WBCCI, including affiliates, officers, directors, employees and agents as additional insured.

2. Vendor/Exhibitor will be responsible for acquiring and abiding by all state and local permits and payment of applicable taxes.

Exhibit spaces are 10' x 10' or multiples thereof. Each exhibit space will be furnished with one table and two chairs. Additional tables and chairs may be requested on the contract application. Outside Exhibit spaces can also be made available to Vendors/Exhibitors. Please direct all requests to John Green, Vendor Chairman, Phone – (309) 657-3102 or Email – [jwgreen@mtco.com](mailto:jwgreen@mtco.com).

#### DEPOSITS

Each 10' x 10' space requires a \$100 refundable deposit and must be submitted with contract application. The deposit will be refunded to all Vendors/Exhibitors who exhibit the minimum hours and days listed in contract. Refunds will be made out to the name on the contract application and mailed to the address on the contract application within 30 days of the end of the International Rally. Vendors/Exhibitors are requested to observe stated hours and days of operation. Setup and removal of exhibits shall occur during stated hours. Vendors/Exhibitors may depart the rally at their discretion but must exhibit for five days (July 22-26) to qualify for a refund of their deposit.

#### SEMINAR PRESENTATIONS

Available at no cost to contracted Vendors/Exhibitors, seminar presentation space and scheduling are available for up to 60-minute sessions. Availability depends on program and facility space.

#### VENDOR'S/EXHIBITOR'S ADVERTISING SECTION

The May issue of the Club's Blue Beret Magazine is distributed to all Club members. Registered Vendors/Exhibitors with approved contracts by **April 1** will be listed without cost in this section. Information includes business contact information and a brief description of products and services.

Vendors/Exhibitors are encouraged to advertise in the Rally Program distributed to all Rally participants. Information on this opportunity may be obtained from WBCCI Corporate Office listed below.

# Vendor/Exhibitor Contract Application

COMPLETED CONTRACT APPLICATION FORM IS DUE BY MAY 1, 2019

The 62<sup>nd</sup> WBCCI International Rally agrees to reserve exhibit space for the undersigned in accordance with the Vendor/Exhibitor Rules and Regulations.

The Vendor/Exhibitor listed below agrees to exhibit from 9 am – 4 pm during the dates of Monday, July 22, thru Friday, July 26.

• All spaces are 10' x 10'. Each space requires a deposit. \_\_\_\_\_ X \$100 = \$ \_\_\_\_\_  
# spaces Total

I plan to exhibit on the bonus days of July 20-21, 2019, from 9 am – 4 pm. YES or NO

VENDOR/EXHIBITOR \_\_\_\_\_  
(NOTE: Refund checks will be made out to this name)

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_  
(NOTE: Refund checks will be sent to this address)

PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

REPRESENTATIVE NAME \_\_\_\_\_

TITLE \_\_\_\_\_

BOOTH PERSONNEL 1. \_\_\_\_\_ 2. \_\_\_\_\_  
3. \_\_\_\_\_ 4. \_\_\_\_\_

Please attach a separate sheet if additional space is needed to complete booth personnel list.

THE PRODUCT OR SERVICE TO BE OFFERED IN OUR EXHIBIT IS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**NOTE: Only those items listed above may be sold at the rally. All products sold and displayed must be legal in the State of Virginia and family oriented. Include reference and pictures of product to be sold if available.**

SEMINARS

Each Vendor/Exhibitor can present a seminar at the rally at no cost. Seminars are limited to 60 minutes each and are scheduled based on program and space availability.

I would like to present a seminar at the 62<sup>nd</sup> International Rally. Yes No

- Name of Seminar (to be listed in program) \_\_\_\_\_
  - Presenter Name (to be listed in program) \_\_\_\_\_
  - Description of Seminar (to be listed in program) \_\_\_\_\_
- 
- Preferred Day            Monday            Tuesday            Wednesday            Thursday            Friday
  - Preferred Time            Morning            Afternoon

Note: Preferences indicated will be taken into consideration, but all scheduling will be at the discretion of the International Rally Committee. Additional seminars may be requested on a separate sheet attached to this contract application and will be scheduled at the discretion of the Vendor Chairman and International Rally Committee.

TABLES & CHAIRS

One table and two chairs are included with **each** booth space reserved. Please indicate if additional tables or chairs are requested.

\_\_\_\_\_ Additional table(s)                      \_\_\_\_\_ Additional chair(s)

ELECTRICITY FOR BOOTH

Please circle one                      YES            or            NO

RV PARKING

RV Parking for Vendors/Exhibitors is available at a rate of \$30 per night, not to exceed \$180.00. Please complete and submit the completed RV Parking Form with the contract application and all parking fees.

# nights	X \$30 =	\$	Total
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MORNING COFFEE SPONSORS

Each Vendor/Exhibitor can sponsor morning coffee in the Vendor/Exhibitor display area. A sign indicating the sponsor of the coffee will be posted each day. Cost to sponsor coffee is \$100 for full sponsorship or \$50 to co-sponsor.

I am interested in sponsoring coffee one morning.            FULL SPONSORSHIP            CO-SPONSOR            \$ \_\_\_\_\_

VIRGINIA LICENSE FEE and SALES TAX REQUIREMENTS

Caroline County, Virginia, Commissioner of the Revenue requires a fee of \$15 per Vendor/Exhibitor to be collected by WBCCI. All Vendors/Exhibitors must have a Virginia Sales Tax #. Temporary sales tax forms (ST50) will be made available for all Vendors/Exhibitors who do not have a Virginia Sales Tax ID.

I have a Virginia Sales Tax ID # (please list here) \_\_\_\_\_

Virginia License Fee                      \$15.00

The undersigned Vendor/Exhibitor agrees to follow all rules and information as specified above and in the attached Rules and Regulations and Vendor/Exhibitor Contract Application. A signed copy of the contract application will be returned upon approval. If an application is not approved, the deposit will be returned to the Vendor/Exhibitor. Vendors/Exhibitors whose applications are received after May 1 or without the deposit and fees are not guaranteed space or seminar time at the rally.

Enclose a deposit check or money order made payable to WBCCI International Rally. Mail completed contract application and check or money order to:

- WBCCI, PO Box 612, Jackson Center, OH 45334-0612

For additional information please contact:

- John Green, Vendor Chairman, Phone: (309) 657-3102, Email: [jwgreen@mtco.com](mailto:jwgreen@mtco.com)

Booth Deposit (total from above)	\$	
RV Parking (total from above)	\$	
Coffee Sponsorship	\$	
Virginia License Fee (required)		\$15.00
Total	\$	

Signature \_\_\_\_\_

Date \_\_\_\_\_

Approved By \_\_\_\_\_, WBCCI

Date \_\_\_\_\_

# WBCCI Vendor/Exhibitor Rules & Regulations



The following rules and regulations apply to all parties under Vendor/Exhibitor contract during the 62<sup>nd</sup> International Rally in Doswell, Virginia.

1. All Vendors/Exhibitors must submit proof of insurance covering the period they are exhibiting at the 62<sup>nd</sup> International Rally prior to set-up.
2. All coordination of Vendor/Exhibitor activities shall be through the Vendor Chairman.
3. Vendors/Exhibitors will be able to set-up their booth(s) between 8 am – 4 pm on Friday, July 19, 2019, or after 4 pm on Sunday, July 21, 2019.
4. All display materials must be removed immediately at the end of the contracted session.
5. Display dates and hours are July 22-26 from 9 am – 4 pm. Bonus display dates and hours are July 20-21 from 9 am – 4 pm at no additional cost.
6. All Vendors/Exhibitors will be responsible for shipment and acceptance of any freight to or from the rally site.
7. Materials remaining after July 26 will be returned to sender collect. Please use the following shipping address:  
WBCCI Vendor Chairman  
Vendor/Exhibitor Name and Your Name  
Meadow Event Park  
13111 Dawn Blvd  
Doswell, VA 23047
8. Only portable signs or other advertising materials may be utilized. No materials may be affixed to walls, floor or ceiling surfaces.
9. Each space will be furnished with one table and two chairs. Additional items may be requested.
10. Any decorative materials utilized must be flame-proofed, UL rating attached to the item.
11. No food or beverage items may be sold or utilized for promotional purposes without the express written permission of the Vendor Chairman.
12. A parking area will be provided for Vendor/Exhibitor automobiles or like transportation. These vehicles must be parked in the designated area. Pass for this purpose will be issued upon request.
13. Vendor/Exhibitor set-up must be done after 4 pm on exhibit days to prevent disruption of Vendors/Exhibitors already exhibiting.

## SPECIAL NOTES

Vendors/Exhibitors must purchase Day Pass(es) or Rally pass(es) to attend all Rally events.

## CONTACTS

Vendor Chairman – John Green, Phone – (309) 657-3102 or email – [jwgreen@mtco.com](mailto:jwgreen@mtco.com)

Supporting John at the Corporate Office is Julie Rethman, Phone – (937) 596-5211 or email – [jrethman@wbcci.org](mailto:jrethman@wbcci.org).

**RV Parking for Vendors/Exhibitors**  
**62<sup>nd</sup> International Rally**  
**Doswell, Virginia**

Name \_\_\_\_\_

Vendor/Exhibitor Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone – Business \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

IS TRAILER USED FOR STORAGE DURING RALLY? Circle one:                      Yes    or    No

RV License # \_\_\_\_\_ Vehicle License # \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

Vendor/Exhibitor RV camping is on-site. Rates are \$30 per night, not to exceed \$180 for the length of the stay. Vendor/Exhibitor camping sites with amenities are limited. Pets are permitted in Vendor/Exhibitor RV Camping Area, if on a leash and must be cleaned up after.