



The Evergreen Cat Fanciers

presents

**"My Furry Valentine"**

**February 9-10, 2019**

*A 2-day, 12 ring Traditional Back-to-Back Show*



Dear Prospective Vendor:

The Evergreen Cat Fanciers would like to invite you to participate in our upcoming February 9-10, 2019 show called **"My Furry Valentine"** to be held at the **Ferndale Events Center, Ferndale, Washington**.

We are offering a limited number of 10x10 vendor spaces for this show. To secure a vendor space, your reservation and payment must be received no later than **Monday, February 4, 2019**. You can reserve a vendor booth by mailing the enclosed Vendor Agreement, or online at <http://february.evergreencatfanciers.org>.

Reservations will be accepted based upon category of product or service and the date the Vendor Agreement is received with payment. Book early!!

This show also offers some great opportunities to **promote your business** via printed advertising and sponsorships. This packet includes complete information about these opportunities; you can order advertising via the enclosed forms or via our website at <http://february.evergreencatfanciers.org>.

If you're planning to join us for this show, we recommend that you **book your hotel room early!** Hotel information is on the show website.

We hope that you will consider participating in our show! If you have any questions, please don't hesitate to call or email.

Sincerely,

Julie Ollis, Vendor Coordinator  
The Evergreen Cat Fanciers  
[vendors@evergreencatfanciers.org](mailto:vendors@evergreencatfanciers.org)  
Home 509-763-2999 Cell 425-359-6189  
12012 W Shugart Flats Rd  
Leavenworth, WA 98826

# VENDOR INFORMATION SHEET

## SHOW LOCATION & TIME

Place:  
Ferndale Events Center  
Ferndale, WA

Dates: February 9-10, 2019  
Show Hours:  
Saturday: 10:00am –5:00pm  
Sunday: 9:00am – 4:00pm  
Setup: Friday, February 8, 2019: Noon-5:00PM

## ABOUT OUR VENDOR SPACES

- Vendor spaces are offered in 10x10 increments; we offer both single and double booth spaces. Booth space is available based upon category of product or service and the date of receipt of the Vendor Application.
- Limit of two (2) vendors to a single (10X10) or double (10X20) space. Both vendors must complete and sign the Vendor Agreement.
- This show hall is not draped. You will need to bring your own partitions and fixtures if desired.
- The vendor space rental fee does not include tables. You may bring up to two 8' tables per 10' x 10' booth. Or, you can rent Center tables for \$10 each.
- If you have any special booth space requirements, please indicate these under "Special Requirements" on the Vendor Agreement. If you need electricity, we will make every effort to find you a working outlet; however, we strongly suggest that you bring an extension cord.

## RESERVATION TERMS & DEADLINES

- To book a vendor booth, mail the enclosed Vendor Agreement with your payment to our Vendor Coordinator. You can also reserve and pay for your vendor booth online via our website at [www.internationalsspecialtyclub.or](http://www.internationalsspecialtyclub.or)
- To secure your booth reservation, your online or printed Vendor Agreement and your payment must reach us no later than **Monday, February 4, 2019**. All payments are nonrefundable. A fee of \$30.00 plus bank fees will be assessed for any returned checks; such checks must be claimed with cash before the vendor will be allowed to set up.
- *In addition to the rental amounts listed in the Vendor Agreement, each vendor must provide one or more raffle gifts with **a total value of \$30 or more** by no later than 10:00AM on Saturday.*

## BOOTH SETUP & SHOW HOURS

- You can set up your booth space on Friday, February 8th between Noon–5:00pm.  
NOTE: **There will be no set up available on Saturday.**
- All vendors are required to remain in the show hall, and open for business, during the advertised show hours, which are Saturday 10:00am–5:00pm; Sunday 9:00am–4:00pm.
- All vendors must confine themselves to the space assigned, unless given specific permission by the Show Manager to relocate or expand. All expansions and most relocation will be subject to additional fees. No relocations, load-in/load-out, or storage of items will be permitted during advertised show hours.

## SECURITY, INSURANCE & LIABILITY

Vendors must be self-insured against breakage, lost or stolen items. The show hall will be secured after show hours.

## BUSINESS LICENSES

The Washington State Department of Revenue requires that all vendors be registered with the state. This license must be displayed in the vendor booth for both days of the show. If you need a Washington State tax registration, please call (800) 451-7985. You may want to go to the WA website to look for forms for WA State tax identification numbers at the following URL: <http://bls.dor.wa.gov/file.aspx>

## SALES TAX

Regardless of your type of business license, you are reminded that you must collect Washington State Sales Tax on any items sold at our event. The City of Ferndale sales tax rate is **8.7%**.

# SPONSORSHIP OPPORTUNITIES

February 2019 - "My Furry Valentine"

## TERMS & DEADLINES

To request a ring sponsorship, please fill out the Sponsorship Form on our website. To request a sponsorship, your order and payment must reach us no later than **Monday, February 4, 2019**. However, to get the full benefit of the sponsorship, the sooner you get in your sponsorship, the longer your business will be getting promotion.

Payment does not automatically guarantee that a particular sponsorship is available, nor does it constitute a contract. Sponsorships are accepted on a first-come, first served basis, and need both club approval and receipt of payment.

The club reserves the right to refuse sponsors without cause. After the Club's Sponsor Coordinator receives a sponsorship request with full payment, the Sponsor Coordinator will notify the sponsor if their sponsorship has been accepted. The Club reserves the right to not accept a sponsorship if another sponsor has an exclusive contract for that given product and/or service.

A fee of \$30.00 plus bank fees will be assessed for any returned checks; such checks must be claimed with cash before the show begins.

This event is a wonderful opportunity to promote your business or cattery to a new market. **A free business card ad is provided to Vendors who participate in our show.**

**Deadline:** Ad space must be reserved and camera-ready copy ***must*** be received on or before **Monday, February 4, 2019**  
**Copy should be sent to [sponsors@evergreencatfanciers.org](mailto:sponsors@evergreencatfanciers.org)**

## SHOW SPONSORSHIP

This non-exclusive sponsorship provides a great opportunity to get your company's name and logo out in front of both the cat fancy and Puget Sound area cat lovers. **A show sponsorship is \$500** and includes the following:

- Your company logo included in all printed & online advertising & publicity
- Mention of your company as a sponsor in all news stories and public service announcements.
- Your company's name and logo prominently displayed on the front page of the show's website as a sponsor.
- Free full-page ad, inside front cover or inside back cover, in the Exhibitors' Catalog (inside-cover locations are first-come, first served).
- Free full-page ad in Spectators' Guide. (if the club decides to create one).

## RING SPONSORSHIP (Non-Exclusive)

A great way to promote your business while helping to support the show!

- \$20 (one ring—both days)
- \$100 (all rings — both days)

## JUNIOR EXHIBITOR RING OR HOSPITALITY (Non-Exclusive)

You can also sponsor our Junior Ring or Hospitality (Saturday or Sunday) for \$50.00/each; which includes the following:

Sponsors receive the following:

- "This ring sponsored by..." credit on the ring sign
- Listing (and link to your website) on the front page of this website
- Free 1/2 page ad in show catalog

- Acknowledgement in show catalog
- Acknowledgement on "Our Show Sponsors" poster in show hall
- Acknowledgement by judges before their finals (if they remember :-)

**Ring Sponsorship Judges –**

Your sponsorship options (first-come, first-served) are:

<b>Ring 1</b>	<b>AB</b>	<b>Yvonne Patrick</b>	<b>Ellen Crockett</b>	<b>AB</b>
<b>Ring 2</b>	<b>AB</b>	<b>Pam Barrett</b>	<b>Vickie Fisher</b>	<b>AB</b>
<b>Ring 3</b>	<b>AB</b>	<b>Laura Cunningham</b>	<b>Melissa Parsley</b>	<b>AB</b>
<b>Ring 4</b>	<b>AB</b>	<b>Elaine H-Weitz</b>	<b>Laura Cunningham</b>	<b>SP</b>
<b>Ring 5</b>	<b>AB</b>	<b>Alex Marinets</b>	<b>Kay Hanvey</b>	<b>AB</b>
<b>Ring 6</b>	<b>SP</b>	<b>Charlotte Shea</b>	<b>Charlotte Shea</b>	<b>SP</b>

**IF YOU ARE INTERESTED IN SPONSORING THE SHOW OR A RING, GO ONLINE AT  
<http://february.evergreencatfanciers.org>**

## VENDOR AGREEMENT

### The Evergreen Cat Fanciers February 2019 Show

Business Name		
Contact Name		
Mailing Address		
City	State/Prov	Zip/Postal Code
Phone	Fax	
Email address		
Website URL		
Brief description of your business/products		
List any special booth requirements <i>(for example, if you need to be against a wall rather than free standing, if you need electricity, etc.)</i>		

VENDOR SPACE DESCRIPTIONS <small>(space must be reserved by October 8, 2018)</small>	EARLY BIRD <small>(received by 01/04/19)</small>	REGULAR PRICE <small>(received by 02/04/19)</small>	HOW MANY?	TOTAL
<b>Single Booth Space (10' x 10')</b> <small>Two chairs included. Order tables below.</small>	\$71.25	\$75.00		\$
<b>Double Booth Space (10' x 20')</b> <small>Four chairs included. Order tables below.</small>	\$118.75	\$125.00		\$
<b>Tables (may be 6' x 30" or 8' x 30")</b>	\$10.00	\$10.00		\$
<b>Lunch Buffet (made by Club Members)</b> <small>Note: If not pre-ordered, cost is \$10.00 (not guaranteed).</small>	\$8.00	\$8.00		\$
<b>Business Card Sized Ad in Exhibitor Catalog</b>	Free	Free	One	\$ Free
<b>1/2 Page Ad in Exhibitor Catalog</b>	\$45.00	\$50.00		\$
<b>Full Page Ad in Exhibitor Catalog</b>	\$70.00	\$75.00		\$
<b>Inside Front or Inside Back Cover Ad in Exhibitor Catalog</b>	\$95.00	\$100.00		\$
<b>TOTAL DUE</b>				\$

Make check/money order payable to: **The Evergreen Cat Fanciers** and mail to: Julie Ollis, Vendor Coordinator, 12012 W Shugart Flats Road, Leavenworth, WA 98826 or send payment via PayPal to: treasurer@evergreencatfanciers.org. A fee of \$30.00, plus bank fees will be assessed for any NSF returned checks; such checks must be claimed with cash before the Vendor will be allowed to set-up, or participate in any show event(s).

--- Vendor Agreement continued on next page ---

The Evergreen Cat Fanciers will provide vendor booth space and chairs. Tables are available (if needed) on a space available basis and as paid for above. Club does not assume any other obligations, responsibilities, or liabilities. The Club reserves the right to refuse booth space to, or to eject, any vendor whose behavior has caused problems with exhibitors, spectators, or show management. Vendor space fees are non-refundable.

The undersigned Vendor agrees to abide by all terms and requirements listed in the included "Vendor Information Form", as well as all terms set forth on this document. Vendor must provide all equipment, labor and fixtures beyond that stated in this agreement. All fees must be paid before the Vendor will be allowed to set up. In addition to paying rental fees listed above, **Vendor agrees to provide the Club with one or more raffle prize with a total value of \$30.00 or more by no later than 10:00am, Saturday, February 9, 2019.**

Additionally, the undersigned Vendor agrees to indemnify and hold the Club, the State of Washington, the City of Ferndale, The Ferndale Events Center, Whatcom County and their respective members, agents, officers, servants and employees harmless from and against any claims relating directly or indirectly to the use by Vendor of the space allocated to Vendor; including, and without limitation, actions of the Vendor in setting up and tearing down Vendor's booth space and/or loss due to theft or breakage.

---

Vendor Signature

---

Date

Accepted by: The Evergreen Cat Fanciers

---

Club Representative

---

Date