**ThunderCon**

**“Get Your Geek On”**

Thunder Bay’s Comic,

Fantasy & Gaming Expo

**October 22-23, 2016**

2016 VENDOR PACKAGE

Over 1000 People attended in 2015!

www.thundercon.org

Comics, Sci-fi, Horror, Gaming, Fantasy, Toys & Pop Culture

About ThunderCon

2016 will mark the 2nd year of the newest convention in Thunder Bay. Last year’s inaugural event, held at the Valhalla Inn, proved that Thunder Bay and surrounding area has a love of all things CON, with more tickets being pre-purchased than expected. Dozens of exhibitors and vendors attended, showing the amazing talent in our area.

This year, THUNDERCON will be a 2 day event, allowing the convention to showcase more of the genres that inspires its fans. It was chosen to be held in the fall just before Halloween, to encourage more fans to make/buy/attend the Con in costume, enhancing the fan experience. There will be cosplay guests for fans to interact with, gaming demonstrations, informative how-to lectures with question and answer sessions, for people to better understand what goes into bringing the fandom to life themselves.

With the wonderful support of our sponsors, vendors and talented cosplayers, THUNDERCON will certainly continue to grow and become one of the premiere events of its kind in Northwestern Ontario…

Won’t you join us & get your geek on?

[www.thundercon.org](http://www.thundercon.org)

Vendor Package | Valhalla Inn | Oct 22-23, 2016

Vendor Set Up: Saturday, October 22, 2016, 7:00am-10:00am

Convention Hours: Saturday, 10:30am-7:00pm

Sunday, 10:00am-5:00pm

How to Become a Vendor

**Vendor Application Checklist:**

1. Return the completed application form, along with payment arrangements to the vendor coordinator.

2 You will receive a confirmation e-mail within 5 business days of receiving your application

3 Set up/take down information will be e-mailed to you at minimum, 2 weeks before the event.

4 You will be required to check in on site for the setup and to receive your badges, on Saturday morning. If for some reason you can’t be there to set up at the described time, alternate arrangements must be made at least a week prior with the vendor coordinator.

Booth sizes are 10’x10’ at $250.00/booth, flat rate. Each booth has pipe and draping around the space, 2, 8’ tables with table cloths and 2 chairs. A maximum of 5 booths are available to be purchased by each vendor.

If a 6’ table is all that you need, they are also available at a flat rate of $150; only available to those who are not purchasing a booth, and only 1 table max available to each vendor. Vendors may split the table and cost with one other vendor.

Vendor space will sell out and is only confirmed once payment has been received. Vendors will be issued a confirmation code that will correspond with your booth spot.

Each vendor will be given 2 event badges, with an additional 2 badges available for sale at a flat rate of $20 each.

The Button Hunt will be returning this year! Any vendors participating will have a sign at their table (provided by us) indicating that they are participating. For $20 each vendor will receive 100 buttons. Artwork needs to be submitted on the template provided, no later than September 15th.

Please email completed, signed vendor application to jess@thundercon.org or mail the completed form to ThunderCon, 413 Brant Street, Thunder Bay ON P7A 7R3. If you would like to drop off the form please call Jessica directly at:

289-892-6255.

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Company Name

Contact Name

Mailing Address

City Province

Country Postal Code

Phone # with area code

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E-mail Address

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Website

Were you a vendor last year?

Please indicate what you will be exhibiting or selling:

\_\_\_Books/Novels \_\_\_Toys/Figures \_\_\_Posters/Photos

\_\_\_Board Games \_\_\_Trading Cards \_\_\_Weapons\*

\_\_\_Cosplay/Costumes \_\_\_Prints/Artwork

\_\_\_Other (please describe)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Vendors selling weapons MUST comply with our weapons policies. See page 5 of the package.

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Number of Booths Required: \_\_\_\_ x $250.00 = $\_\_\_\_\_\_\_\_\_

6’ Table Required: 1x $150.00 = $\_\_\_\_\_\_\_\_\_

Number of Additional Badges: \_\_\_\_ x $ 20.00 = $\_\_\_\_\_\_\_\_\_

Button Hunt 100x $ 20.00 = $ \_\_\_\_\_\_\_\_\_

 Grand Total = $\_\_\_\_\_\_\_\_\_

Preferred Method of Payment: \_\_\_\_\_ Cash/Chq

 \_\_\_\_\_ Credit Card

 \_\_\_\_\_ E-transfer

Please make payment out to ThunderCon

Mail to: ThunderCon

 413 Brant Street

 Thunder Bay ON P7A 7R3

E-transfer billing information:

E-Mail: jess@thundercon.org

**Diagon Alley Regulations**

(ThunderCon does not claim any rights to the name Diagon Alley. It is solely used to express appreciation for Harry Potter fandom)

**Vendor Participation**

All vendors must register with ThunderCon prior to the event, if they wish to participate. Two or more vendors registering under one name is strictly prohibited.

**Badges**

Vendor badges MUST be worn at all times. Vendors are not allowed to lend, borrow or sell their badges at any time during the event. Any vendor caught doing so will be asked to leave.

**Booth Lighting**

Any lighting being set up should be upward facing, directed towards the vendor’s booth. It in no way should interfere with another vendor’s booth, unless agreed upon by both parties.

**Sound Limitations**

Any audio playback, such as music or sound effects, should be kept at a volume level that does not cause noise pollution to adjacent booths. An agreement may be reach with neighbouring booths in regards to extending the audible range, if beneficial to all parties.

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**Display Parameters**

Vendors must respect the space boundaries they purchase and cannot expand beyond any dimensions allotted. They agree to remain set up during all open hours of ThunderCon. No early teardown is permitted without prior consent from the Vendor Coordinator. Any signage that extends above the booth height must be placed in the center of the booth, and the vendor must discuss with the vendor behind, that the signage will not interfere with the neighbouring booth.

**Dispute Resolution**

Should a dispute arise between vendors, the ThunderCon policy that most closely relates to the dispute will be followed. If the matter of dispute is not covered by any of the existing policies, the Vendor Coordinator will be responsible for mediating conflict resolutions and creating new guidelines to resolve the issue in a just manner. No action will be taken until both parties have had a chance to make their case. If a vendor chooses to disregard the decision of the Vendor Coordinator and continues to engage in the behavior under dispute, they will be asked to leave ThunderCon, and will not be refunded their booth fee. If a vendor is removed from the convention for violating this policy, they will also be suspended from the following year’s event. Repeat offenders risk being blacklisted in perpetuity from all future ThunderCon events.

**Setup and Teardown**

Setup and teardown instructions will be provided in advance. Vendors that require special attentions, please contact the Vendor Coordinator to make arrangements.

**Cleanliness**

Vendors must maintain their area’s cleanliness at all times. Vendors will be responsible for any damages caused by themselves to the event space.

**Fire Code**

All vendor displays must meet fire codes, and may be subject to fire marshal inspection. No portion of a display, boxes, materials etc., shall obstruct any isle or doorway. All fire extinguishers, hose cabinets, fire exits or fire alarms cannot be blocked or covered at any time during the convention.

**Smoking/Other Substances**

Smoking is not permitted inside the Valhalla Inn. Smoking is only permitted in outside designated areas. Consumption of alcohol, illegal drugs or drug paraphernalia is strictly prohibited from ThunderCon.

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**Electrical Services**

Electrical Services are available upon request. Please contact the Vendor Coordinator with what services you require for your booth.

**Payment, Sales Tax and Refund Policies**

Vendors understand they are bound to pay the fees as listed on the Vendor Application Forms, in order to secure booth space.

Vendors are responsible for collection of HST, as required by law.

Vendors that cancel prior to September 15th, 2016 will receive a full refund

Vendors that cancel September 16th to October 1st, 2016 will receive a 50% refund

Vendors that cancel after October 1st, 2016 will not be refunded

Please note that ThunderCon reserves the right to select vendors based on their products, to create a diverse shopping experience within Diagon Alley for attendees. In the case that a vendor has already submitted their registration and payment, the vendor will be notified and their payment refunded to them in full.

**MERCHANDISE POLICIES**

**Bootleg Policy**

ThunderCon does not permit vendors to display, or have available for display, any unlicensed merchandise. It you have merchandise that is under suspicion, please either check its authenticity or simply do not bring it to the event. If you are concerned about your merchandise, please contact the Vendor Coordinator.

Should a vendor be found selling unlicensed merchandise, ThunderCon will be enacting a two strike policy. For the first strike, you will be requested to remove the offending item(s) from the sale floor. Further policy violations after the first strike, will result in the second and final strike. The vendor must cease all sales and remove themselves from the convention. If a vendor is removed from the convention for violating this policy, they will also be suspended from the following year’s event. Repeat offenders risk being blacklisted in perpetuity from future ThunderCon events.

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**Weapons Policy**

Any weapon sales to minors (those under age 18) will not be tolerated. If you are found to have sold to a minor, you will be asked to stop selling weapons, may be asked to leave Diagon Alley and based on the circumstances, legal action may be warranted. This is a federal violation and ThunderCon will uphold the law to the best of its ability, and is obligated to report all illegal transactions to the appropriate legal authorities. All vendors selling weapons are required to adhere to policies and procedures for the safe handling of weapons, which may include, but is not limited to:

* No steel, edged or wood weapons may be sold to patrons under the age of 18;
* Receipts must be provided with all weapons upon sale as proof of purchase;
* Weapons must be sold in their packaging;
* No weapons during the sale will be removed from the table area of the vendor’s booth space
* ThunderCon will reserve the right to revoke the distribution of weapons from vendors, upon infringement of these regulations.

**Adult Materials Policy**

Vendors agree not to sell or distribute any adult material to minors. All “Adults

Only” material must be either behind the table, or if displayed, must be bagged and/or covered, so that minors cannot open it. Any adult material depicting nudity or sexual conduct must be covered (blinded). Adult videos and magazines are not to be openly viewed or displayed.

**Liability and Security**

ThunderCon and the Valhalla Inn are not responsible for any theft or loss. Vendors are responsible for their own security during the show hours. There will be security provided during “closed” hours of Diagon Alley.

The Vendor agrees to protect and hold ThunderCon, the promoter of the event, forever harmless from any damage(s) or charge(s) imposed for violations of any ordinance or regulation by the Vendor, his/her employees or agents, as well as failure to comply with the terms and agreements of this contract. Further, Vendors shall at all times, protect, indemnify, and hold harmless ThunderCon against and from any loss, cost, damage, liability, or expense which arises out of or from by any reason, on any acts or omission of the Vendor, his/her employees or agents.

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**Liability and Security continued…**

In the event that the ThunderCon or any part of the event space thereof is unavailable, whether from the entire event or a portion of the event, as a result of fire, flood, snowstorm or any other such cause, or as a result of governmental intervention, malicious damage, acts of war, strike, labour dispute, riot or agency which ThunderCon has no control, or should ThunderCon decide that because of any such cause, it is necessary to cancel, postpone or re-site the event, or reduce installation time, exhibit time or move out time, ThunderCon shall not be liable to indemnify or reimburse the vendor in respect of any damage or loss, direct or indirect, arising as a result thereof.

ThunderCon shall have the full power in the interpretation and enforcement of all contract regulations contained herein, and the power to make such amendments thereto, and such further rules and regulations, as shall be considered necessary and proper. The foregoing represents the agreement between the undersigned Vendor and ThunderCon for the convention held October 22-23, 2016.

If a vendor chooses not to abide by con policy, ThunderCon is not held responsible for any legal action that may arise.

**SIGNING THIS DOCUMENT INDICATES THAT ALL THE INFORMATION PROVIDED IS TRUE. IT ALSO INDICATES THAT I UNDERSTAND AND AGREE TO THE TERMS AND CONDITIONS LAID OUT ABOVE, AS WELL AS THE CONSEQUENCES OF NON-ADHERENCE TO ANY OF THE ABOVE STATED POLICIES. I ACKNOWLEDGE THAT MY STAFF REPRESENT MY BUSINESS AND INTERESTS AT THUNDERCON, AND WILL BE HELD TO THE TERMS LISTED ABOVE AS WELL.**

**Full signature of owner/operator:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(Applications missing the authorizing signature will not be accepted)

