



Nick of Time Vendor Application Form

Nick of Time Trade Show 2024, Friday, December 13, 4-8 PM, Saturday, December 14, 9:00 AM- 2:00 PM at Wyoming Center, Frontier Hall

Name:

Business Name:

Address:

Street Address

City

State/Zip

Email Address:

Contact Number:

Booth Request:

My Products:	Cost	Quantity:	Total Cost
First Booth: 10 x 10 Booth: includes (1) 8-foot table, and 2 chairs	\$100.00		\$
Additional Booth: Limit 4 per Vendor.	\$75.00		\$
Additional Chairs:	Free		\$
Fabric Boards: (tacks not included)	\$5.00		\$
Electricity – 20 AMP:	\$16.00		\$
Total Due	----	----	\$

Payment: Cash, check payable to CAM-PLEX, or credit cards accepted.

Contract and Payment may be emailed, mailed, faxed, or submitted in person to:

*CAM_PLEX Office

*Email: spencer@cam-plex.com

*FAX 307-682-8418

Mastercard	Visa	Date:
Credit Card Number:		Expiration Date:
Authorized Signature:		3-digit code on the back

Cash:	Check:
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Set-Up

- Prior to set up, please report to the CAM-PLEX table for assigned booth spaces.
- Set up is Friday 12/13 between 9:00 AM - 4:00 PM.
- Trade show hours are 4-8 PM on Friday, and 9:00 AM - 2:00 PM on Saturday.
- Booth check-in deadline is 2:00 PM on Friday. CAM-PLEX reserves the right to re-sell booth spaces if you do not check-in or make arrangements with CAM-PLEX for an alternative check-in time.
- All booths must be in place and operational by 4:00 PM on Friday, December 13.
- Booths must be properly manned during hours of operation.
- No vehicles will be allowed in the building for unloading/loading.

Teardown

- Vendors are required to keep booths open until 8:00 PM on Friday, December 13, AND until closing at 2:00 PM on Saturday, December 14.
- Teardown hours are from 2:00 PM- 5:00 PM on Saturday, December 14. All items must be removed from the building by 5:00 PM.

Terms and Conditions

- Booth space will be considered held with a completed application and full payment.
- Booth space will be sold on a first come first serve basis.
- CAM-PLEX reserves the right to determine the final location of any booth.
- Each Vendor must remain within the confines of their assigned spaces. Vendors may advertise and distribute from their booth only. Walk-around solicitors are prohibited.
- All Booth Reservations are final. No refunds on booth rental will be issued.
- Vendor is responsible for providing all set-up equipment. (i.e. dollies, painter's tape only, signs, etc.)
- No cooking is permitted in the booth.
- No firearms may be sold or displayed in booths.
- Bake sale goods and homemade items packaged in bulk such as cookies, whole pies, bread, etc., may be sold. All homemade food vendors must have applied for a food permit and will be required to post the permit in a visible area at your booth space at all times during the trade show. The food permit can be obtained by contacting Doug Evans, Consumer Health Specialist, at 307-686-8036.
- Drinks of any type will only be sold by contracted Concessionaires.
- Food and beverage items packaged and delivered in a manner for immediate consumption are subject to Cam-Plex's definition of a Concession and subject to current rates for concessionaires.
- Dogs are not allowed in any building, except service animals as required by the Americans with Disabilities Act.
- To ensure a family-friendly environment at Nick of Time Trade Show, any products deemed offensive, vulgar, or inappropriate for children and families will not be permitted. Vendors found selling or displaying prohibited items will be asked to remove them immediately and may face additional consequences, including the potential for expulsion from the trade show.
- CAM-PLEX is not responsible for lost, stolen, or missing items.

Application Signature: _____ **Date:** _____

