

# Exhibitor information

Remember space is limited, tables are sold as first come first served. The longer you have been an exhibitor with CalComicCon the more likely you will get the same spot. If you attended the last show you may have the option for the same location but only if you pay by the deadline and the space hasn't already been assigned.

#### Location:

The 2017 California Comic Convention will be located at the Yorba Linda Civic Center in Yorba Linda, CA. 4501 Casa Loma CA 92886 on January 29<sup>th</sup>

This is just miles from Disneyland, Knott's Berry Farm, Newport Beach, and Laguna Beach and is in the heart of Orange County CA, otherwise known as the O.C... You may sign up for Exhibitor Tables by returning a signed contract and payment in full. We regret that we are unable to accept partial payments or deposits.

## **Hotels:**

Lodging is available at many locations within a short distance from the Civic center. See web site <a href="https://www.CalComicCon.com">www.CalComicCon.com</a> for more information.

#### Fees:

Exhibit tables are 8' with 4' back space and two chairs. Tables are \$200 each. You are required to collect sales tax for the State of California and therefore need a valid CA resale Number. Tables will not be held past 16<sup>th</sup> December 2016 unless paid in full.

#### Sales Tax:

The State of California requires that all vendors selling merchandise at CalComicCon to obtain a valid California resale License. Licenses can be obtained for free at <a href="http://www.boe.ca.gov/pdf/boe400spa.pdf">http://www.boe.ca.gov/pdf/boe400spa.pdf</a>. This link has been posted on the website for your convenience. It is the responsibility of the exhibitor to obtain this Certificate. Failure to do so may result in the State Board of Equalization levying a fine on the exhibitor selling at this event. The California Comic Convention will not be held responsible for an exhibitor's failure to obtain this certificate and will not issue any refund to any exhibitor who is unable to exhibit per the State of California.

## Memberships:

Two (2) Exhibitor Memberships will be provided with each table. Additional Exhibitor Memberships are available for \$10 each (two additional maximum/table).

#### Hours:

The set up and takedown time is listed below.

Exhibitor Set Up		Opens to Attendees	Room Closes
Sunday	7:30 AM	9:30 AM	4:30 PM†

All exhibitors must be checked in with the Exhibitor Liaison and set-up by 9:30 am. If the exhibit area is not claimed by 9:30 am, the exhibit space will be considered abandoned and will be available for purchase and setup by another exhibitor.

\*Everyone must be out of the Exhibit Hall 60 minutes following closing. † Load out begins at 4:30 PM in over flow room 5:00 PM in main.

## **Electricity:**

We will be allowed to plug into wall outlets free of charge.

## Refunds:

Cancellations must be submitted in writing, Refunds will be issued according to the following schedule.

Cancel by December 16<sup>th</sup>, 2016 and receive 100% refund. Cancel by January 8<sup>th</sup>, 2017 and receive 50% refund. No refund will be allowed after January 8<sup>th</sup>, 2017.

# **Liability Policy:**

The exhibitor is fully responsible for any and all damages to property owned by the City of Yorba Linda or the California Comic Convention, its owners or managers that may result from any act or omission of exhibitor. Exhibitor agrees to defend, compensate, and hold harmless the Yorba Linda Civic Center, City of Yorba Linda, and the California Comic Convention, its owners, managers, officers or directors, agents, employees, subsidiaries, and aliases, from any damages, losses, costs, or expenses arising from or out of or by reasons of any accident or bodily injury to employees and exhibitor invitees which arises from or out of the exhibitor's occupancy and use of the Exhibitor Room premises, the venue or any part thereof. The exhibitor invitee is anyone who enters the exhibition space of sale or show within the Exhibitor Room.

# Security and provisions:

The California Comic Convention will provide security which is limited to show staff inside the Exhibitors Room. Although there will be security, any cash or valuables are requested to be watched by the exhibitor and their staff during the day. As an extra precaution against theft, we ask that exhibitors take extra care in placement of merchandise and cash boxes. Exhibitors are responsible for their own property, and under no circumstances will the California Comic Convention or its personnel be held liable for any loss or damage including but not limited to merchandise, equipment, and/or revenue.

### Additional Information:

The California Comic Convention is available for questions and other Exhibitor needs. Please contact Terry O'Neill, Director, at 714-288-8993. You may reach us at info@CalComicCon.com

Please mail all correspondence and make all payments to:

Terry's Comics P.O. Box 2065, Orange, California 92859