

## CONTRACT

### THE DOWN THE STREET BEAD SHOW 421 West Minnesota Ave Orange City, Florida 32763

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**OUR 10th YEAR FOR "THE LOVE OF BEADS"** We are a Retail and Wholesale Bead and Jewelry Show. Vendor space is by invitation. We work real hard in promoting a balanced show that all customers and vendors can enjoy for both Retail and Wholesale sales. Wholesale sales are conducted to qualified buyers only with the proper tax resale licenses. We do not want dealers who sell wholesale to the public. You must have a workable wholesale policy that makes sense. Ten percent off does not work unless you are an artist and make all of your own beads yourself. If your policy makes no sense to us or you do not have one to start with you will not be invited back to the show. So again please **No Wholesale to the Public Sales**. We will be registering all customers at the door and will give them special smile face stickers to indicate the type of buyer that they are.

We are looking for quality handmade jewelry artists, bead artists, and bead dealers who would like to be a part of our show. If you feel that you have something to offer to our show other than being the cheapest in price please feel free to join our show by filling out the application form below and mailing in a deposit.

Show promotion includes ads in The Bead and Button Magazine, Lapidary Journal, local newspapers. Plus mailings to our own mailing list, Bead and Button list, plus targeted mailings to galleries, bead shops, and retail customers. It will also be a big help if you promote the show to your customers by post card, email, and website. You can offer \$1.00 off admission coupons in mailings and on your website and/or link to our website. We do keep track and we know who is helping us. We thank all who help in our bead show promotion.

#### **RULES**

For the sake of brevity The Down The Street Bead Show will also be known as TDTSBS. This application shall not become effective until signed by the vendor. TDTSBS is a retail/wholesale show. All merchandise should be priced at retail. Wholesale prices can be offered to buyers with the proper resale licenses.

Sales tax must be collected by all vendors on retail sales. The vendor is responsible for obtaining all tax ID numbers required by law. The vendor is also responsible for obtaining his own permits and licenses and for paying the sales tax collected.

The vendor is responsible for obtaining his/her own insurance covering all risks. The DTSB Show is in no way to be held responsible for theft, damage, or acts of God.

The DTSB Show is not liable for injuries, accidents, or loss of any kind as a result of weather, natural disaster, mechanical, or electrical failure or loss of sales as a result of these conditions.

A minimum of 50% deposit will hold your space(s). The full amount must be paid in full one month before the show date. Our preference is that you pay the whole amount up front. Failure to make payments on time could result in the loss of your space(s) and we reserve the right to fill spaces that are not paid in full on time by someone on the waiting list. Last minute sign-ups will be charged an extra \$25.00 per table.

**All show fees and deposits are non refundable.**

### **SET-UP & BREAK DOWN TIMES**

All Saturday & Sunday shows have a move in starting at 6am and we open at 10am.

All 3 day shows Friday, Saturday, & Sunday move in starts at 8am on Friday and we open at 12 noon. Vendors are required to be set up and open on time. Break down begins at the exact closing hour, please not before.

### **TABLES**

We provide 8ft by 30 inch tables for the amount of tables you have requested.

All displays are to be table top only. Prior arrangements must be made for booth type displays (see below).

One back table is allowed to be used for cash box, bags, etc., you must provide the table and we will not guarantee you will have room to use the back table. Please plan to adapt.

A back table is not to be used as a display table unless it is a paid for back table (see below). If you need a back table for display we allow it for a fee and you must provide the table. Fee is \$100.00 for use up to a size - 6ft x 24 inch table, 2 tables fee is \$200.00 - 3 back tables fee is \$300.00. This includes extending tables with 2x6's and boards, even if you only use a 6 inch area behind your table by using a 2x4 or board extension or other...the fee is - still \$100.00 per table. If it is used on the 3 of the display tables we provide then fee is  $100 \times 3 = 300.00$ .

Note that these are not walk around display tables - Your customers must reach across the front of your display tables that we provide to access beads displayed on the back tables. Yes, we are trying to discourage back tables. Above are the options. We do have a few vendors who need special Booth Set Ups.

### **WALK-IN BOOTHS**

You MUST call to OK this type of booth! We offer these options mainly because these vendors use a rack set up. Costs for those types of booths will be as follows.

16ft x 6ft booth with 1 - 6ft x 30" and 1 - 8ft x 30" tables - \$675.00 (3 Day show add \$75.00)

24ft x 6ft with 1 - 6ft x 30" and 2 - 8ft x 30" tables - \$1012.50 (3 day show add \$75.00 )

In the event that the location does not have 6ft tables we will only provide the 8ft tables mentioned above for booth arrangements. You might want to have an extra 6ft table with you just in case the above occurs. You cannot jam the booth full of tables like it is done at the trade shows!

**ARTIST TABLES (90% made by you)**

8ft table - \$225.00

6ft table - \$168.75 (ONLY if 6ft tables are available at show location)

It is OK to share an 8ft table with another artist (\$137.50 each) We try to help artists.

\$25.00 extra for a 3 day show.

**COMMERCIAL TABLES**

Commercial Tables (Not artist made beads) are \$250.00 each

3 day shows add \$25.00 per table

**ELECTRIC FEES**

Electricity is sometimes included for an extra charge. The shows we charge electric for are; DeLand \$15.00 / Charleston \$15.00 / Atlanta Cobb Galleria \$65.00 / Charlotte Mart Show \$80.00. You will be notified and are responsible for the extra fee if you would like electric at these shows. You are also required to bring your own extension cords. Electric Fee to be paid to TDTSBS. Help to keep the electric free at the other shows by running and taping your own extension cords. We try to work around most problems and we do. No Guarantees.

**LATE FEES**

A \$25.00 late fee per table will be charged to existing committed to show vendors who pay late. Avoid these fees buy keeping a credit card on file. We charge close to (just before) the show date in most cases.

You can also avoid this charge by paying for the next show or shows by check in full one month prior to each show.

**NEW VENDOR FEES**

\$25.00 last minute sign on to the show vendor fee.

This is for New Vendors who have never done our Show before and

sign on to do a show less than a month before a show. (This fee is not per table. Just \$25.00)

**WAYS TO PAY**

1) Check in mail month before show.

2) Leave a Credit Card on file. (Master Card or Visa) we charge card in Most Cases the week of the show. American Express Credit Card customers can email us at [info@thedownthetstreetbeadshow.com](mailto:info@thedownthetstreetbeadshow.com) and pay us at [www.PayPal.com](http://www.PayPal.com).

3) You can also be a very consistent and pay for the next show or shows by check avoid the late fee. So don't forget the check book.

**BEAD EXTRAV & HAVANA SHOWS**

A few of our shows have different contracts i.e. Havana, [www.havanaextrav.com](http://www.havanaextrav.com) September Atlanta [www.BeadExtrav.com](http://www.BeadExtrav.com). So if you are doing one of those shows you can find website address for those contracts at the bottom of this contract.

**VENDOR CONTRACT INFORMATION**

Your Name \_\_\_\_\_ Business Name \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Website \_\_\_\_\_

List of Shows you will do \_\_\_\_\_

I owe a Late Fee (keep a credit card on file and save) (25.00 per table) \$ \_\_\_\_\_

Last Minute NEW Vendor Fee - \$ \_\_\_\_\_ (add\$25)- First timer & joined show 30 days prior to show date

ALL 3 Day Shows (add 25.00 per table) \_\_\_\_\_

Electric circle Yes / No How many watts? \_\_\_\_\_ (please keep to a minimum no more than 500 watts)

Electric Fees - DeLand \$15.00 \_\_\_\_\_ Charleston \$15.00 \_\_\_\_\_

Atlanta Cobb Galleria \$ 65.00 \_\_\_\_\_

Electric Fee Enclosed if Applicable \_\_\_\_\_ (see above)

Number of Commercial tables @ \$250.00 each \_\_\_\_\_

Number of Artisits - 8ft Table @ 225.00 each \_\_\_\_\_ or 6ft Table (168.75) \_\_\_\_\_

I am Artist and I am Sharing 8ft Table with \_\_\_\_\_

Number of Back Tables \_\_\_\_\_ Display - YES - NO

If back table is for display/selling add fee here (\$100.00 per 4 ft by 2ft table) \_\_\_\_\_

50% Deposit enclosed: \_\_\_\_\_

Makes checks Payable to The Down The Street Bead Show

MC or Visa # \_\_\_\_\_

Expiration \_\_\_\_\_ VC number on back \_\_\_\_\_

Billing Address \_\_\_\_\_

Print name \_\_\_\_\_ Sign here \_\_\_\_\_

Date \_\_\_\_\_

Mail to: 421 West Minnesota Ave., Orange City, FL 32763  
Call or Fax 386-774-4130 ▪ Phone Rick or Audrey at 1-866-667-3232

For show list [www.thedownthestreetbeadshow.com](http://www.thedownthestreetbeadshow.com) or [www.beads1.com](http://www.beads1.com)  
For September Atlanta contract [www.atlantabeadextravaganza.com/contract](http://www.atlantabeadextravaganza.com/contract)  
For Havana contract [www.havanaextrav.com/contract](http://www.havanaextrav.com/contract)