



2015 Regional Tow Expo &
 Tow Truck Parade
Vendor Space Rental Agreement
 Wenatchee Convention Center
 121 N. Wenatchee Ave,
 Wenatchee, WA
 509-662-4411
August 13th thru 15th, 2015
Times to Be Determined

Company: _____

Address: _____ City: _____ State: _____ Zip: _____

Contact Name: _____ Phone: _____ Cell: _____ Fax: _____

Email Address: _____ Web Address: _____

1. Vendor booths or spaces are rented strictly to the vendor only or to his/her representative previously agreed to by Towing & Recovery Association of Washington. Assignment or subletting of any booth or any part of a booth, or use of any space by a non-vendor, is prohibited.
2. The Tow Expo is a closed trade show designed to provide a showcase for equipment, products and services customarily used by tow truck service companies. TRAW reserves the right to refuse rental of display space to any company whose display of goods or services is not likely to be, in the opinion of TRAW, compatible with the general character and objective of the show.
3. Should TRAW not be satisfied with the use being made of any rented space, they reserve the right to clear all or part of the site at the vendor's expense. Any payment made for the space will be forfeited.
4. If for any reason a vendor finds he/she is unable to honor the commitment for space; he/she should immediately notify TRAW. TRAW may without prejudice to any claim for full payment against the vendor, cancel the allocation. TRAW will make all reasonable efforts to re-rent the space, and may consider reducing part of the vendor's liability for payment should the space be re-rented.
5. Payment, in full, must be received on or before **August 2ND**. Any vendor space for which payment in full has not been received **by the end of the day on August 2nd** will only be allowed to setup after full payment is received and then only in the remaining space available.
6. All vendors must comply with all municipal, county, tribal and/or state ordinances while exhibiting at the Tow Expo. Any applicable permits and licenses must be obtained from the proper authority.
7. All working exhibits must be cleared by the Expo Chair persons as provisions must be made for protection of the public.
8. Moving pictures, loudspeakers, projectors, slide or sound presentations will be permitted if the volume is turned down to a conversational level and if not objectionable to neighboring vendors or visitors. Sound equipment may be used for demonstration only.
9. Vendors must confine exhibits and all sales activities within their rented space. NO exhibits will be permitted that interfere with other booths.
10. Vendors may distribute advertising material only from their booth space or other designated area that is approved by TRAW.
11. All vendor booths must be controlled by an authorized representative throughout the open hours.
12. All displays, giveaways, advertisements or items to be sold will be decent and acceptable for viewing by all persons attending from children to adults.
13. The arrangement of delivery and payment of goods will be the sole responsibility of vendor.
14. The Tow Expo trade show area will be open on Friday from NOON to 9:00 p.m. and Saturday from 10:00 a.m. to 4:00 p.m.
15. The trade show area will become available for display and exhibit setup on Friday at 8:00 a.m. Set-up must be completed by NOON.
16. To insure the professional climate and appearance of the entire show, vendors will not be permitted to remove any of their equipment from the exhibit area during hours of operation, with the exception of demonstrations.
17. The vendor agrees not to dismantle his/her exhibit or to do any packing prior to trade show closing at 4:00 p.m. on Saturday. All property and material must be removed by 10:00 a.m. on Sunday from any vendor booth. Any property or material remaining after this time will be disposed of by TRAW at the vendor's expense.
18. TRAW maintains legal liability coverage for third party bodily injury, personal injury and property damage claims arising out of actual or alleged negligence. **TRAW DOES NOT cover exhibitor's products, equipment or personal items.**

19. It is the responsibility of all OUT of STATE VENDORS that are selling products to obtain a permit with State of Washington Department of Revenue at www.dor.wa.gov - http://dor.wa.gov/content/doingbusiness/business/types/doingbus_outofstbus.aspx

Exhibit Space Information:

Indoor Space Booth space is approximately **10 x 10** and includes one table and two chairs but outdoor space for equipment and trucks does not include table or chairs. Equipment vendors that wish to also order a tent must do so in

advance of the show and agree to pay for the **\$125 cost of the tent**. There is a **July 26th deadline for 50% deposit** to hold booth space.

Deposit is non-refundable

Vendor has choice of location on a first paid, first served basis.

Space Preference: Every effort will be made to accommodate your requests.

<u>Member Rate-</u>	<u>Member Rate-Equipment</u>
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_____ \$450.00 per space
(\$625.00 after July 26th)

_____ A, B or similar \$ 450.00 per
or unlimited for \$1,500.00 (7 max)
(\$625/\$1,900 after July 26th)

_____ C or similar \$ 550.00 per
(\$725.00 after July 26th)

_____ C + 1A or 1B or similar \$ 850.00
(\$1,025.00 after July 26th)

_____ C + 2A's or 2B's or similar \$1,250.00
(\$1,425.00 after July 26th)

_____ C or similar \$ 550.00 per
or unlimited for \$1,850.00 (5 max)
(\$2,025.00 after July 26th)

<u>Non-Member Rate</u>	<u>Non-Member Rate-Equipment</u>
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_____ \$765.00 per space
(\$865 after July 26th)

_____ A, B or similar \$825.00 per
(\$965.00 after July 26th)

_____ C or similar \$965.00 per
(\$1,050.00 after July 26th)

<u>Summary of fees:</u>

Tent: [] x \$[] = \$ _____
of 10x10 spaces Rate Per Space Total

Class A/B Truck/Equipment Fee: [] x \$[] = \$ _____
of A/B spaces Rate Per Space Total

Class C Truck/Equipment Fee: [] x \$[] = \$ _____
of C spaces Rate Per Space Total

▪ **Punch Card Participation** \$25.00 (per company) # _____ @ _____ = _____

EXHIBITOR SPACE TOTAL: \$ _____

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Please list all attendees and check the boxes for each event they are attending. Add extra pages if needed.

Name	Friday Dinner		Saturday Lunch		Saturday Banquet		Kids Night Out	Beauty Contest	My Boss
	Adult	Child	Adult	Child	Adult	Child			

Booth Space or Truck Space

Includes Registration & Saturday Lunch for Two (2)

Saturday Lunch – TBD

MEALS: Ticket must be presented at all meals!

Friday Dinner
Pig Roast

Saturday Night Banquet
Choice of
Chicken
Salmon
Flat Iron Steak

Registration Includes Lunch (first two included) **\$ 27.50** # _____ @ _____ = _____

Friday Night Dinner **\$ 27.50** # _____ @ _____ = _____

(8 and under FREE!) # _____ @ _____ = _____

Saturday Night Banquet Dinner **\$ 55.00** # _____ @ _____ = _____

Saturday Night KIDS Dinner (12 over) **\$ 25.00** # _____ @ _____ = _____

"Kids Night Out" (12 & under- see page 4) **FREE** # _____ Ages: _____

TRAW will offer a "Kids Night Out" for kids from **2 to 12**. (Note: **12** is the maximum age / NO Exceptions)
This service includes:

- On-site location just down the hall from the banquet room
- Organized activities
- Special dinner menu!
- Approximately 6-10 pm on Saturday night during the banquet

OTHER: A completed form is required for each event.

- I Told My Boss Where to Go (**14 & older**) \$ **10.00** (per team) # _____ @ _____ = _____
- Beauty Contest \$ **25.00** (per entry) # _____ @ _____ = _____

***To guarantee meals, registration must be received by AUGUST 1st, 2015**

Exhibitor (Truck/Tent Space & 2 Registrations)	Total:	\$ _____
Rooms:	Total:	\$ _____
Meals & Contests	Total:	\$ _____
Punch Card Drawing \$25.00 (guarantees a contact at your booth)	Total:	\$ _____

Grand Total \$ _____

PAYMENT METHOD:

Check enclosed payable to TRAW (ck# _____) VISA MASTERCARD AMEX

CARD NUMBER _____ Exp Date: _____

Print Cardholder Name: _____

Cardholder Signature: _____

Billing Address Zip Code: _____ V Code (3 digits on back of card _____
or 4 on front for AM/EX)

Charged registrations may be faxed.
Please be sure to include additional pages if applicable.
FAX TO 509-782-7108

Hotel Accommodations
Coast Wenatchee Center Hotel - 201 N. Wenatchee Ave. - 509-662-1234 Be sure to ask
for the **TRAW** (Towing and Recovery Association of Washington) Room Block.

If the The Coast is full, we have a list of other hotels available at the TRAW Office 509-782-7170

THIS IS A PRELIMINARY REGISTRATION FORM. TIMES AND EVENTS WILL BE RELEASED AS IT IS SCHEDULED