

## **DEALER INFORMATION for OryCon 32 (Nov. 12 – 14, 2010)**

All applications must mail a completed Dealer Application Form along with a signed and dated Waiver. Please make your check or money order (for the entire amount due) payable to OryCon 32.

Don't forget to update me if any of your information changes after you have sent in your forms:  
dealers@orycon.org

### **Dealers' Room Options and Rates**

**Booths** - (10' x 10') cost \$120 and include one 6' or 8' (circle one) table.

Additional tables cost \$15 each. (Maximum of 2 additional tables.)

**Tables** - cost \$75.

**Note:** Table sizes are limited by availability. If the optimum table size is not available, the next viable option will be used. No extra tables are available for 'Table' spaces. No Canopies or high walls (more than 6 feet) can be allowed this year. Clearance is roughly 7'. Please do not hang anything from the overhead pipes.

### **Dealers' Membership rates for OryCon 32**

- \$15 until 3/31/10
- \$25 until 7/31/10
- \$35 until 10/31/10
- \$40 after 10/31/10

**Note:** there are a maximum of 4 memberships per vendor at these prices. Additional memberships will be sold at the current general membership rate.

### **Forms and fees should be mailed to:**

ORYCON 32 Dealers Room

P.O. Box 5464

Portland, OR 97228-5464

Every dealer staff person in the dealers' room during the convention (attendee, dealer or helper) is required to have a membership. Each worker in your space must have their own membership. You must also plan for at least one person over the age of 18 to be in your area at all times. Proof of age may be required.

Space in the dealers' room will only be assigned on receipt of the full payment, and completed registration and waiver forms. Deposits will not be accepted.

Wall space does exist, but there is a four inch high and three foot deep riser around the perimeter of the room. Ceiling clearance is only about seven feet and is variable, due to pipes that are part of the structure. Do not hang anything from the overhead pipes. No canopies will be allowed this year.

This space is a blessing in that we can see daylight. Try not to block the windows if possible.

Those of you who need access to electrical outlets need to know that OryCon's supply of power strips and extension cords is limited and in high demand convention wide. If you have such equipment of your own; please bring it. Label your equipment! Don't forget to check that it is all with you when you leave.

The Dealer's Room may sell out early. If your registration is received after all the spaces have been sold, you will be given the option of being placed on the Waiting List or accepting a different available space. (Partial refunds or fees may apply.) Please note that any refunds are usually paid following the convention. Refunds or returns prior to the convention may be possible only if a formal notification of cancellation is received by me (Lea Rush, [dealers@orycon.org](mailto:dealers@orycon.org)) before Oct. 1, 2010 or before your paperwork is processed.

Any space that is not claimed by its occupant before 3 p.m. on the first day of the event will be subject to reassignment to someone on the waiting list or resold. No refunds will be issued for a "No-Notice, No Show". The only exceptions are made in cases of actual emergencies. Please, notify the liaison as soon as you possibly can in such situations. If you are running late, you can prevent reassignment of your space by giving me advance notice of the delay. All Dealers with confirmed space will be given a number to contact in case of such an event. It can also be used to notify me if you need to cancel your participation at OryCon. See you in November!