

# Hawaii All-Collectors Show Rules

## Ilene & Wayne Productions

The show is produced by Ilene Wong and Wayne Maeda, of Ilene & Wayne Productions, Inc. and will be held in the Blaisdell Exhibition Hall, a 45,000 square foot room with a 3-story parking building outside.

## Invitational

The Hawaii All-Collectors Show is an invitational show, produced by Ilene & Wayne Productions, Inc., hereafter referred to as "management." Management has the right to screen all applicants and has the final say regarding acceptance into the show and booth placement.

## What Can Be Sold

Only collectibles and/or antiques (no consumer goods) may be sold. Exceptions will be considered if, according to management, the items fall within the "field or flavor" of the show.

Management reserves the right to remove any item(s) which in its judgment may be considered undesirable. No food or drink may be sold for any reason.

## Booths & Bounds

The standard booth size is 10 ft by 10 ft. A limited supply of larger booths (10x15) are available. All booths are 10 ft deep and include 8ft. high curtains in the back and 3 ft. high curtains on each side.

10ft booths come with (1)- 8' undraped table (15ft booth comes with 1 10' table), (1)- chair, and (1)- booth ID sign. Additional accessories such as glass showcases, coin cases, more tables, chairs, etc. are available for rent. You are welcome to bring your own tables, chairs, and furnishings.

Aisles are to be kept clear. Plan and manage your booth so that it will not present a safety hazard. The placing of any material outside of your booth space is prohibited. Please manage your booth so that all chairs are within the limits of the booth and not in the aisles. Anything exceeding 4 ft. in height on either side of the booth and/or 8 ft. in height at the back of the booth requires the approval of the management. Please do not staple, nail, tape, or pin anything to the curtains, walls, or columns. Lighter than air balloons are not allowed in the Hall.

Management has the final say in booth placement. Booth subletting is NOT allowed in this show.

## Vendor & Sales Badges

Two (2) Vendor and two (2) Sales badges will be issued per 10 foot booth (3 for a 15 foot booth). Only vendors will be allowed in during setup on Thursday & Friday. Vendor badges are not transferable. Vendors with minor children may ask for a Jr. Badge. Sales helpers can enter the floor at 2:45pm on Friday and at 9am on Saturday. **Pick up badges at the rear INFO desk (see map).**

If you are not able to physically set up your booth by yourself, please let us know in advance so we can arrange for help.

### LOADING BADGES- Thursday Only

Loading badges are given out only to those vendors who have a physical disability, extremely large or heavy items, hardship, or injury. Loading badges are NOT issued to help normal vendors set up faster.

If you need a loading badge, let us know BEFORE the show. NO NEW LOADING BADGES will be issued during the setup so please do not ask for one. Loading badges will be issued for Thursday ONLY except for hardship cases. Loaders must leave the hall immediately after unloading.

Please do not abuse your badge privileges. If an unauthorized person is found wearing your badge, it will be confiscated.

## Vendor Responsibilities

Vendor is responsible for finding out about and complying with all City and County of Honolulu, State of Hawaii, and Federal rules and laws regarding fire and safety, health, licensing, and taxes.

Premature takedown of your booth or misuse of vendor badges may result in your being ineligible for future shows. All booths must be manned during show hours. Vendors are responsible for the security of their merchandise at all times including set-up and takedown. Management will not be responsible for any claims due to theft or damage.

Bulky trash should be packed flat and taken to the marked dumpster in the loading area outside. Please do not place bulky trash in the Exhibition Hall's bins.

## Booth Reservations

Booth reservations made over the phone will be held for 7 days. If payment is not received within 7 days, the reservation may be voided.

## Booth Sharing

Two (2) vendors can share a single 10'x10' booth. Three (3) vendors can share a 10'x15' booth. Each sharing partner must sign the contract for that booth. All future show notices will be sent to the first vendor (first vendor listed on contract). It is his responsibility to see that his partner receives that information.

## No Smoking

Smoking is not allowed in the hall. If you must smoke, please do so outside.

## Hall Columns

Some booths may have concrete columns partly within the booth's interior (corner). The intrusion of a portion of the column may interfere with tight table arrangement within your booth(s). Please take note of where the columns are and select your booth(s) accordingly. Tables & chairs may not protrude into the aisles.

## Disruptive Behavior

Please do not engage in behavior that is disruptive or irritating to your neighbors such as loud music/sounds, breaking glass/ceramics, swearing, or other acts that would interfere with their sales or concentration.

## Delivery Of Heavy Items

Please do not load or unload extremely heavy items through the Hall's glass doors. ALL heavy items and all carts with metal wheels must use the large sliding doors in the back of the hall.

**Carts of any size are not allowed during show hours (includes early entry). If you need to use a cart for any reason, please see us first.**

## Refund Policy

To receive a partial refund of booth fee, minus \$50 per booth to defray administrative costs, a written notification of your decision not to participate must be received by the management before June 30, 2012.

## Contract Default

Management shall have the right to terminate this agreement without having first to give notice or warning to a vendor and to immediately remove any vendor, along with his/her equipment, who violates the rules of the show.

If vendor defaults under any of the terms herein, management shall be free to re-let the respective rental space to a third party. If said rental space is resold, management may retain any and all payments on said rental space made by defaulting vendor.

## Show Parking

No vehicles are allowed inside the hall. After unloading your merchandise in the Vendor's loading/unloading zone, please park your vehicle in the multi-story parking building. Vendors must abide by Diamond Parking Service and management parking regulations.

Parking is \$5.00 before 5pm and \$6.00 after 5pm. An all-day exhibitor's pass with in/out privileges is available for \$7.00; ask for it upon entry into the parking lot.

## Show Cancellation

Should the Neal Blaisdell Center become, in the sole judgment of the management, unfit for occupancy, or should the show be materially interfered with by reason of, including but not limited to, strike, war, natural disasters, injunction, fire, or any act beyond the control of the management, the Contract of Exhibit Space may be terminated. In that event, management will not incur any liability to refund vendor's booth fee or for damages sustained by the vendor as a result of such termination.

In the event of such termination, the vendor expressly waives such liability and releases Ilene and Wayne Productions, Inc. of and from all claims for damages.

# Hawaii All-Collectors Show Contract

Name (Please Print) \_\_\_\_\_

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

Address \_\_\_\_\_

City \_\_\_\_\_ State(Country) \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Please check one of the following:

I need to setup on both Thursday & Friday.  I don't need Thursday. I can setup on Friday only.

Name (Sharing Partner if any): \_\_\_\_\_

Ph. \_\_\_\_\_ E-mail \_\_\_\_\_

For Office Use Only

Booth # \_\_\_\_\_

Conf# \_\_\_\_\_

**2012**

Send all correspondences (confirmations, news, etc.) through email.

## Booth Choice (See Map)

\_\_\_\_\_ I want approx. the same booth(s) as last year.

\_\_\_\_\_ I want to choose a new booth.

My First Choice is table(s)# \_\_\_\_\_

Second Choice \_\_\_\_\_

Third. Choice \_\_\_\_\_

Amount Enclosed \$ \_\_\_\_\_

## Booth Sign July 9th deadline

Name \_\_\_\_\_

City, State \_\_\_\_\_

If the above Name is left blank, your booth sign & show directory listing will be your booth number.

## Items to be Sold

(include partner) Please list items that you will be selling. Your items will appear in the show's directory in the order as they are listed below.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

We accept personal checks & PayPal payments on the Internet. Our Paypal address is show@ukulele.com.

Please send checks to:

**Ilene & Wayne Productions, Inc.**  
**P.O. Box 61704**  
**Honolulu, HI 96839**  
**Ph/Fax (808)941-9754**

Please send me (free):

How many?

\_\_\_\_\_ \$1 Off Show Postcards

\_\_\_\_\_ \$1 Off Discount Coupons

\_\_\_\_\_ Show Posters

## AGREEMENT

Ilene and Wayne Productions, Inc., and its staff members, sub-contractors, employees, Neal Blaisdell Center, and the City and County of Honolulu assume no risk; and by acceptance of this agreement, the Vendor expressly releases Ilene and Wayne Productions, Inc., the Neal Blaisdell Center, and the City and County of Honolulu of and from any and all liability for any damage, injury or loss to any persons or property which may arise from the use of the Neal Blaisdell Center by vendor or his agents, or employees or to their property or wares and agrees to hold and save Ilene and Wayne Productions, Inc., Neal Blaisdell Center, and the City and County of Honolulu harmless of and from any loss or damage by reason thereof. Ilene and Wayne Productions, Inc., Neal Blaisdell Center, and the City and County of Honolulu assume no responsibility whatsoever for any property placed in the Show, and each of them is hereby expressly released and discharged from any and all liability from any property loss.

I have been provided and have thoroughly read the Show rules and agree to abide by them fully. I will-use only safely constructed display equipment and booth furniture and will assume full responsibility should they accidentally injure persons and/ or property and/or vehicles at this show.

Your Signature \_\_\_\_\_ Date \_\_\_\_\_

Sharing Partner (if any) \_\_\_\_\_ Date \_\_\_\_\_

Show Producer \_\_\_\_\_ Date \_\_\_\_\_

# Hawaii All-Collectors Show Badges Names

2012	
<input type="checkbox"/>	10ft.
<input type="checkbox"/>	15ft.

Name \_\_\_\_\_

Booth # \_\_\_\_\_ Phone \_\_\_\_\_

Please enter the names that will appear on your show badges and mail/fax/email them as soon as possible to:

You are allowed 2 vendor badges & 2 sales badges per 10' booth and 3 vendor badges & 3 sales badges per 15' booth. Please pick up your badges inside the glass doors as you come in to setup. All vendors and sales helpers will be ID'd upon entrance. Sales helpers will be allowed in at 2:45pm (15 minutes before the opening) on Friday and with the vendors on Saturday.

Print the full first and last names of each vendor and/or sales help for your booth as they will appear on the show badges.

If you have more than one booth, a 15' booth, or need Junior badges, please PRINT each additional name(s) in the "2nd Booth" and/or "3rd Booth" spaces below:

Vendors	1st Booth	Sales Helper
Name _____		Name _____
Name _____		Name _____

Vendors	2nd Booth	Sales Helper
Name _____		Name _____
Name _____		Name _____

Vendors	3rd Booth	Sales Helper
Name _____		Name _____
Name _____		Name _____

## HSNA Coin Case Rental 2012

Name \_\_\_\_\_

Booth Number \_\_\_\_\_

Number of cases needed \_\_\_\_\_ \$18 each)

Amount Enclosed \_\_\_\_\_

Table top coin case rental fee is \$18 each for the run of the show. Case dimensions are 34" x 24" x 3". Rentals are courtesy of the Hawaii State Numismatic Association. These Allstate aluminum cases come with lock and key. Lost keys incur a \$2 replacement fee.

**Please make check out to: HSNA  
Do not paypal this payment.**

Clip out this form and send it with check to Ilene & Wayne Productions (see address above). You may include it when returning your show contract. Please send in your order by July 8.

## Directory Advertising

If you would like to place an ad (\$30) in the 2012 show directory, please fill out the info below, clip out & send it back with a check & camera ready artwork to us by July 3. If you need help designing your ad, include a sketch of your ad in the actual size ad box below.

Name \_\_\_\_\_

Booth Number \_\_\_\_\_

Amount Enclosed \_\_\_\_\_

Check one:

3"x2" Ad  
\$30  
Directory  
only-

3"x2" Ad  
Directory  
plus post  
on website-  
\$40

For \$40, we will also post your ad on the Hawaii All-Collectors Show website.