



MARYLAND TOY EXPO

VENDOR REGISTRATION FORM

Name of Event: Maryland Toy Expo **Event Location:** Maryland State Fairgrounds

Date of Event: June 18, 2022

Exhibition Hall
12200 York Rd
Lutherville-Timonium, MD 21093

Event Details:

- Booths are 10'x10' and includes one 8' table.
- Two chairs are included per vendor. Extra chairs are available at \$4 per chair.
- Extra tables are available at \$10 per table.
- Our event runs from 8:00am to 3:00pm.
- Setup: 6/17/2022 from 4:00pm - 8:00pm, Saturday 6/18/2022 from 6:00am - 8:00am
- Breakdown: 6/18/2022 3:00pm - 6:30pm
- Vendors are responsible for leaving the area in the same condition as they found it.
- We reserve the right to censor any booth.

Price per booth: \$110 Cash or Check / \$115 Credit or PayPal

Company (If applicable) _____

Contact Person & Address _____

Website _____

Facebook and/or Instagram _____

Mobile Phone _____ Email _____

Description of items to sell _____

Please be specific so we can market properly for you.

_____ # of Booths x \$110/\$115(CC/PP) = (total) _____

The undersigned acknowledges the receipt of the event rules and agrees to comply with all rules, terms and conditions of the event.

Signature of Vendor _____ Date _____



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Payment Information:

- Accepted Payment Methods: Cash, Check, Credit, PayPal
- Make Checks payable to: Rocket Firing Productions LLC
- Mailing Address: 1217 Shesley Rd, Edgewater MD 21037
- PayPal: pasadenatoyexpo@gmail.com

** Rocket Firing Productions LLC and/or their affiliates will not be held responsible for any liability, lost or stolen or damaged merchandise or any injury incurred during the event.



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- The Maryland Toy Expo is presented by Rocket Firing Productions LLC hereby **known as the organizers in this agreement.**
- **Early vendor setup is Friday 6/17/2022 from 4:00pm to 8:00pm.**
- **General setup starts at 6am on 6/18/2022 and the show opens at 8am.** Vendors: Please do not expect to setup early! We suggest that vendors bring a dolly or cart. **All vendors must be setup and at tables by 8am.** Any vendors whose booth(s) remain unoccupied at 8:15am and have not contacted the organizer with sufficient reasoning are in breach of contract and forfeit their booth(s). In the event the vendor next to you does not show, you may rent the booth(s) for \$55.00 each after 8:15am
- Vendor agrees to remain set up until the end of the show. Violators may not be permitted to register for future events. **(NO EARLY BREAKDOWN)**
- No smoking or drinking alcohol is permitted in the building at any time. Vendors agree to comply with the smoking and drinking policies set forth by the venue.
- No booth is guaranteed until full payment is received. Checks returned for insufficient funds will be charged a \$30.00 service fee.
- No refunds will be granted for any reason. If you cannot attend the show, contact the organizer before the day of the show and we will give you a credit toward our next event minus a 50% surcharge per booth. No call, No shows will forfeit their booth without credit.
- Adults and young children both attend this show. No inappropriate behavior, language or conduct will be tolerated. No adult related materials are permitted.
- Vendor badges will be issued upon registration before setup. Vendors will receive 2 badges. Additional vendor wristbands are available for \$5 each. Vendors must wear badges or wristband during setup and throughout the entire day of the show.
- **Maryland Toy Expo and its organizers and affiliates are not responsible for vehicles or property left inside vehicles.**
- Maryland Toy Expo, its organizers and affiliates are not responsible for any injuries that may occur during the show. All Vendors are responsible for their own merchandise. If your product is broken or stolen during the show, it is not our responsibility. Any damage to the building by a vendor is the sole responsibility of the vendor. Vendors release Maryland Toy Expo, its organizers and affiliates from any and all liability.

Facebook: www.facebook.com/pasadenatoyexpo

Contact Us: pasadenatoyexpo@gmail.com or visit us at www.pasadenatoyexpo.com



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- Vendors are not permitted to play music during vendor setup or during the show.
- Vendors are not permitted to have animals in the building at any time.
- Vendors may not move or trade booths without permission
- Maryland Toy Expo, its organizers or staff reserves the right to deny access to anyone at our sole discretion from exhibiting, assisting with, or attending the show.
- Maryland Toy Expo, its organizers or staff reserves the right to deny a booth rental to any individual or business without providing a reason for such denial.
- Any form of solicitation for shows other than those presented by Maryland Toy Expo, its organizers or affiliates will not be permitted inside or outside of the show facility without prior written approval. Violators are subject to immediate removal from the show, and may be prohibited from attending future events at the sole discretion of the organizers.
- Vendors who violate any of the rules may be subject to ejection with no refund and/or ban from future events presented by Maryland Toy Expo and/or its organizers at their sole discretion.
- **Show Cancellation:** If for any reason the show is cancelled it is agreed that the limit of liability for Maryland Toy Expo and/or its organizers is the amount paid by the vendor to reserve space at the show. It is further agreed that the vendor will make no further claims against Maryland Toy Expo and/or its organizers.

Rules & Regulations for Day of the Show

- **KEEP VENDOR BADGES OR WRISTBAND VISIBLE:** All vendors and helpers need to check in with registration to receive badges or wristbands.
- **DO NOT MOVE BOOTHS WITHOUT PERMISSION FROM MARYLAND TOY EXPO.**
- **ALL BOOTHS ARE ASSIGNED AND PAID FOR!**
- **RESPECT THE SPACE OF VENDORS BESIDE AND BEHIND YOU.**
Please be mindful of shelving, grid walls or other displays you might use.
- **NO EARLY BREAKDOWNS FOR ANY REASON!** Vendor load out begins at 3PM on Saturday.

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