

# SEATTLE BOAT SHOW – SOUTH LAKE UNION

January 26<sup>th</sup> – February 3<sup>rd</sup>, 2018

## Exhibitor Application and Contract

Early Bird Rate Deadline: December 4<sup>th</sup>, 2017

Final Registration Deadline: January 8<sup>th</sup>, 2018

[www.BoatsAfloatShow.com](http://www.BoatsAfloatShow.com)

[www.SeattleBoatShow.com](http://www.SeattleBoatShow.com)



Welcome to the Seattle Boat Show on South Lake Union. This contract is with the Northwest Yacht Brokers Association. Our partner, the Northwest Marine Trade Association, is responsible for all contracts pertaining to Century Link Field and Bell Harbor Marina. The following is important information regarding your participation in this year's show.

1. **Early Bird Deadline** – December 4<sup>th</sup>, 2017. Submit your contract by this date and receive substantial discounts. You can always add more to your display after this date at the early bird rate if you have a contract on file.
2. **Final Registration Deadline** – January 8<sup>th</sup>, 2018. Final payment, insurance and badge order forms are due.
3. **Contract Steps:**
  - a) Verify that your exhibitor information is correct on page one.
  - b) Reserve your space with a 50% deposit (check or credit). Regardless of form of payment a credit card must be on file with the show office.
  - c) Fill out the ticket and badge order forms.
  - d) Review your vessel worksheet. Be sure to include electrical as it is a separate fee.
  - e) Read all the terms and conditions on page 4 and sign at the bottom.
  - f) Submit your float rental request form – if applicable.
4. **Show Hours:** Weekdays 11:00am – 5:00pm, Weekends 10:00am – 5:00pm. The boat show is a nine day event. The show will NOT be open on Sunday, February 4<sup>th</sup>, 2018.
5. The Big Seattle Boat Show is a BIG DEAL! Multi-boat discount is available for those with 2 or more boats. Your first 2 largest boats are charged at the regular rate of \$3.50 per square foot and all boats thereafter are only \$2.50 per square foot.
6. Find all the show documents you need at <http://nwyachtbrokers.com/boat-shows/exhibitor-signup.html>. The exhibitor list will be posted on both show websites.

Bonnie Robertson – NYBA Executive Director

bonnie@nwyachtbrokers.com

[www.boatsafloatshow.com](http://www.boatsafloatshow.com)

[www.nwyachtbrokers.com](http://www.nwyachtbrokers.com)

206-748-0012

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### EXHIBITOR INFORMATION

Company Name:		Phone:	
Point of Contact:		Email:	
Address:		Fax:	
City, State, Zip:		Cell:	
WA State UBI#:		Website:	
Seattle Business License:			

To obtain a temporary WA business license please call 1-800-647-7706

### RESERVING YOUR SHOW SPACE

Mail contracts to the address below or fax to 206-748-0161

**Northwest Yacht Brokers Association**  
**901 Fairview Ave. North. Suite A-190**  
**Seattle, WA 98109**

A 50% deposit is required with your contract submission or it will not be processed. NYBA requires a credit card on file to ensure your boat show exhibit space. By signing below you authorize NYBA to charge your card any outstanding balance on February 28, 2018.

#### CREDIT CARD INFORMATION REQUIRED

Card Holders Signature: \_\_\_\_\_ Credit Card Number: \_\_\_\_\_

CV2 Code on Back of Card: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

#### Please Check One

- Pay 50% now with credit card listed above       Pay 100% balance with credit card listed above       Paying by check/check enclosed. No CC processing fees incurred

### BECOME A NYBA MEMBER - SIGN UP NOW AND RECEIVE MEMBER RATES

Membership Class	Initiation Fees	+	Yearly Dues	=	Total
Business Membership	\$250.00		\$385.00		\$635.00
Affiliate Membership	\$125.00		\$220.00		\$345.00

COMPANY: \_\_\_\_\_

**MULTI BOAT DISCOUNT**

**Details:** Receive a multi-boat discount when you display more than two boats. The two largest boats are subject to the regular rate while any additional boats are eligible for a discounted rate of \$2.50 per square foot.

**VESSEL DISPLAY WORKSHEET**

\* If a power upgrade is requested after move-in, a \$150.00 surcharge will be applied per change.  
 \* LOA includes trailers, swim steps, bow spits, bow pulpits or any other overhang that is part of the boat. It is CRITICAL to the layout of the show that we have the correct dimensions of all boats (length and beam). Pricing and dimensions contained in this application are subject to verification and adjustment at move-in time.

**Electrical**

Manufacturer/Model	Year	Power/ Sail	Beam	LOA	Sq. Feet	New/Used			
							30 / 120	50 / 208	100 / 208

**POLICIES ON ELECTRICAL SERVICES**

1. Orders must be received with your contract and payment prior to the deadline date. Orders received after the deadline date will be subject to a \$150.00 surcharge in addition to the cost of power upgrade.
- 2. If your vessel has special power requirements we have 200/208 transformers available for rent. Please contact the show office to make arrangements.**
3. All changes to power requirements are subject to assessment by the NYBA staff. *Electrical Service Change Requests* forms must be signed and authorized prior to any power upgrade work is performed.
4. No credits will be issued for service ordered and installed even if it is not used.
5. Claims will not be considered nor adjustments made unless filed in writing by the exhibitor prior to close of event. Absolutely no adjustments will be made after the close of the event.
6. All equipment must comply with the National Electrical Code, as well as Federal, State and Local Safety Codes.
7. Exhibitor holds NYBA, NC Power and Hollywood Lights harmless for any and all losses of power including but not limited to losses due to utility company failure, permanent power distribution failure, power failure caused by vandalism, faulty exhibitor equipment or overloads caused by exhibitor.

COMPANY: \_\_\_\_\_

NYBA MEMBER RATE SHEET						
				Before 12/04/17	After 12/05/17	Total Cost
2 Largest In-Water Vessels		/Sq. ft	X	\$3.50	\$4.00	
Multi Boat Discount		/Sq. ft	X	\$2.50	\$2.50	
Tender/Inflatable on Trailer		/Space	X	\$1500	\$1800	
NON-MEMBER RATE SHEET						
				Before 12/04/17	After 12/05/17	Total Cost
2 Largest In-Water Vessels		/Sq. ft	X	\$7.00	\$8.00	
Tender/Inflatable on Trailer		/Space	X	\$2000	\$2200	
ELECTRICAL SERVICES						
				Before 12/04/17	After 12/05/17	Total Cost
15 amp/120 volt		/Order (booth)		\$50	\$75	
30 amp/120 volt		/Order		\$150	\$195	
50 amp/208 volt		/Order		\$300	\$345	
100 amp/208 volt		/Order		\$500	\$545	

**BOOTH POWER:** All shore side booths include a single 15amp/120 volt electrical service. If you need additional electrical service for heaters or electronics, please mark the (booth) box above.

HOSPITALITY FLOAT – REQUEST FORM	
Due to the limited availability of hospitality floats, we will allocate floats after the main footprint of the show has been determined. A Float Request Order Form has been added to the contract. Requests may be granted once you meet the minimum boat requirement (at least 3 boats). Floats will then be allocated by date of contract. You will be notified no later than January 8 <sup>th</sup> whether or not you will receive a float.	

SHORESIDE BOOTH						
			Before 12/04/17	After 12/05/17	Non-Member	Total Cost
Single (10' x 7')		/Booth	\$1100	\$1400	\$2000	
Double (20' x 7')		/Booth	\$1800	\$2000	\$2800	

**BOOTHS INCLUDE:** 8' black pipe and drape backdrop and 3' side walls and one regular household outlet. All tables, linens, carpet etc. must be ordered directly through the show decorator, ABC Party Rentals. Non-members are not eligible for the early bird rate. Exhibitor booths MUST be staffed at all times during show hours.

COST CALCULATION AND TOTAL		
City of Seattle Trade Show Fee (\$5 per day). Fee will be waived with a valid City of Seattle Business License.  <b>Balance Due January 8<sup>th</sup>, 2018</b> <b>Fax: 206-748-0161</b>  <b>Fee Retention:</b> Deposits made between Dec 4th – Jan 8th are non-refundable. Deposits may be applied to vessels that are exchanged or replaced.	\$45 trade show fee (if applicable)	
	<b>Subtotal</b>	
	2.5% credit card processing fee	
	<b>TOTAL COST</b>	
	<b>50% Deposit Due with Contract</b>	

COMPANY: \_\_\_\_\_

**TERMS AND CONDITIONS**

**Cancellation of Contract:** NYBA will retain the entire 50% deposit between Dec 4, 2017 and Jan 8, 2018. After Jan 8<sup>th</sup>, 2018 NYBA will retain 100% of all show fees. **ALL CANCELLATIONS MUST BE IN WRITING.**

**Late Move in Vessel Fee:** Move-in times will be sent out two weeks prior to show opening and posted on the website. We understand that weather and lock waiting periods always play a factor in arrival time. NYBA will allow you a half hour window after your scheduled move-in time before we will be enforcing the **\$500 late fee.**

**Move-In:** Schedule will be emailed to you no later than January 13<sup>th</sup>, 2017.

**Move-Out:** Schedule will be distributed prior to the end of the show. No exhibitors shall be permitted to leave early. If you need to make special arrangements to your move out time please contact the show office for permission. Move-out shall proceed in an orderly, safe manner as directed by NYBA.

**Exhibitor Requirement:** Broker and Exhibitor Representatives are required to staff boats and exhibits during ALL show hours. Show hours are 11am – 5pm weekdays and 10am – 5pm weekends. All Exhibitors agree to maintain a professional appearance and demeanor throughout the show. Alcohol is not permitted.

**Tickets:** Blue Complimentary tickets will be allotted based on the size of your display. Red broker tickets are available for \$7 each.

**Inspection:** All vessels are subject to fire, safety and show readiness inspection and acceptance by NYBA. Pricing and dimensions contained in this application are subject to verification and adjustment at move-in time or anytime during the show.

**Exhibitor Badges:** Exhibitors must show badges when entering the show. Exhibitor badges are not transferable. Exhibitor badges will be provided as follows:

- First in-water vessel: Five (5) badges. Every in-water vessel thereafter: One (1) badge
- Shore side single unit and Shore side vessels: Five (5) badges
- Shore side double unit: Seven (7) badges

**Liability:** The Exhibitor is entirely responsible for the areas rented by him/her and shall not injure, mar or deface premises. A \$50 clean-up fee will be charged, at NYBA's discretion, to any Exhibitor who fails to remove materials from their exhibition space at the time of move-out. The Exhibitor agrees to reimburse the NYBA and/or Chiles & Company for any loss or damage occurring to the premises or equipment.

**Insurance policy must include a minimum of \$1 million for Personal Liability coverage.** No boats or exhibits will be allowed to move-in without a copy of this certificate on file with the NYBA. All Exhibitors are required to provide a Certificate of Liability Insurance with their reservation agreement naming the following as additionally insured:

- **Northwest Yacht Brokers Association – 901 Fairview Ave. N., Suite A-190, Seattle, WA 98109**
- **City Investors XIV, LLC – 110 110<sup>th</sup> Avenue NE, Suite 550, Bellevue, WA 98004**
- **Chiles & Co. – 1300 Dexter Ave. North, Seattle, WA 98109**
- **City of Seattle – 600 4<sup>th</sup> Avenue, Seattle, WA 98104**

**Proof of insurance must be on file, or accompany the reservation agreement, before space reservation is accepted.**

**City of Seattle Business License:** Each Exhibitor is required to have a valid City of Seattle Business License or is required to pay \$5 per day of show at the time of application. NYBA will obtain a temporary license from the City on behalf of Exhibitors without licenses to satisfy the City Event Permit requirement.

**Out-of-State Exhibitor:** Out of state Exhibitors are required to have a Temporary Washington State Business License from the Department of Revenue. There is NO FEE for this license. Call the DOR at 1-800-647-7706 for more information on obtaining your temporary license. A copy must be on file with the NYBA.

**Space:** The space contracted for is to be used only by the Exhibitor whose name appears on the contract and no portion can be sublet, combined or assigned without written approval of the NYBA. Placement will be determined as soon as possible following the reservation deadline. Written confirmation of space assignment will be sent no later than 10 days before the opening of the show.

**Fire Extinguishers & Smoke Detectors:** All Vessel Exhibitors are required to provide one (1) visibly displayed fire extinguisher and one (1) smoke detector per vessel during all show hours.

**Smoking Policy:** For the comfort and safety of our guests and exhibitors as well as the protection of displayed items and vessels, smoking is not permitted in any part of the Seattle Boat Show at any time.

**Radar Policy:** Radar is not allowed to run continuously due to public health reasons.

**Anchors, Lines and Fenders:** All vessel Exhibitors shall have adequate lines and fenders for all vessels and shall be prepared to drop an anchor with chain, when and where deemed necessary by the NYBA. Exhibitor agrees to secure boat lines at the direction of show staff.

**Unpaid Balances:** Will be charged to the credit card we have on file on February 28<sup>th</sup>, 2018 without written notice.

**Attorney's Fees:** If a civil action arises out of this agreement or to enforce any of its provisions, the losing party shall pay the attorney's fees of the prevailing party as trial court may adjudge reasonable, and if an appeal is taken from any judgment of the trial court, the losing party shall pay the amount the appellate court shall adjudge reasonable as the prevailing party's attorney's fee on appeal.

**Questions?** Contact Bonnie Robertson, Executive Director or LeeAnn Warren, Accounts Receivable at 206.748.0012, or write to Northwest Yacht Brokers Association, 901 Fairview Avenue North, Suite A-190, Seattle, WA 98109. Email to info@nwyachtbrokers.com.

**I agree to the terms and conditions outlined in this contract. Signature:** \_\_\_\_\_

COMPANY: \_\_\_\_\_

**ACCESSORY & VESSEL DISPLAY CATEGORIES -**

**IMPORTANT!** This information will be used for exhibitor listings in the show program, show website, self help kiosks and information provided to the media.  
Select up to THREE (3) products & Services you will be displaying at the Lake Union Seattle Boat Show.

- Boats: Brokerage
- Boats: Rowing, Canoes, Kayaks
- Boats: Inflatables & Dinghies
- Boats: Personal Watercraft
- Boats: Power
- Boats: Sail
- Boats: Wood
- Boatyards, Marine Repair & Service
- Books, Videos, Publications & Media
- Cabin & Galley Equipment
- Chandlery & Marine Supply Store
- Charters, Lease, Rental, Share
- Cleaners & Adhesives
- Clothing, Outerwear & Footwear
- Computers & Software
- Docks, Davits, Floats, Lifts, Anchoring
- Electrical, Generators & Batteries
- Electronics & Communications
- Engine Controls & Accessories
- Engines: Outboard & Inboards
- Finance & Insurance
- Fishing Equipment & Accessories
- Gifts, Jewelry, Art & Nautical Goods
- Instruction & Education
- Marinas, Resorts & Yacht Clubs
- Marine Hardware
- Marine Properties
- Marine Repair & Services
- Navigational, Charting Aids & Instruments
- Paint & Finishes
- Plumbing, HVAC & Watermakers
- Propellers
- Safety Equipment & Services
- Sails & Sail Handling Equipment
- Seats, Canvas & Graphics
- Superyacht Activities & Services
- Surveyors, Vessel Title, Legal
- Trailers
- Water Sports & Scuba Equipment

**HOSPITALITY FLOAT REQUEST FORM – IF APPLICABLE**

**COMPANY:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Due to the limited availability of hospitality floats, we are moving to a new Float Request Order Form. Requests may be granted once you meet the minimum boat requirement (at least 3 boats). Floats will then be allocated by date of contract eligibility.

You will be notified no later than January 8, 2018 whether or not you will be receiving a float. FLOAT RENTALS ARE NOT GUARANTEED. Please fill out the following form and submit it with your contract.

**ELIGIBILITY CHECKLIST**

**Chose as least one:**

- I have 3 or more boats on my contract for the show (16’x20’)
- I have 4 or more boats on my contract for the show (20’x24’)

**Must check all:**

- I have paid the 50% deposit on my vessel contract
- I am a member of the NYBA
- I understand that one of my display boats will be tied off to the end of the float
- I understand that I will not be invoiced until I receive confirmation on January 8th that I have been allocated a float

**COST CALCULATION**

		<b>Before 12/04/17</b>	<b>After 12/05/17</b>	<b>Total Cost</b>
Standard (16x20) 3 boat minimum		\$800	\$900	
Large (20x24) 4 boat minimum		\$1300	\$1400	
Power 20amp/120 volt	_____ (X) # Outlets	\$100	\$125	

<b>TOTAL</b>	
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Tent, carpet and all decorator orders should go directly through ABC Party Rentals. A decorator order form is included in this packet.

# TICKET ORDER FORM – SEATTLE BOAT SHOW ON LAKE UNION

**Submit with Contract**

**Company:** \_\_\_\_\_

Exhibitors are encouraged to market their displays at the Seattle Boat Show on South Lake Union by distributing tickets to clients and friends prior to the start of the show. Discounted tickets are available to all companies participating in the show.

Tickets are bar-coded per company order. Tickets that are scanned at the gate with your serial number will be invoiced post show. Unused tickets will not be charged. You may request additional tickets at the show office once the show begins.

Your company will automatically receive blue complimentary tickets just for participating in the Seattle Boat Show.

## **Blue Tickets**

- Boat displays are allotted 5 tickets for their first boat and 2 tickets for each additional boat.
- Booth displays are allotted 5 tickets for a single booth and 7 tickets for a double booth.

## **Red Tickets**

Are valid any day of the show at any location. Red tickets are bar-coded and cost \$7 each when redeemed at the gate.

**Please indicate how many tickets you would like to receive:**

**COMPANY:** \_\_\_\_\_

**Number of Red Tickets:** \_\_\_\_\_

Tickets will be mailed to you no later than December 15<sup>th</sup>, 2017. If you have any questions concerning tickets, please contact the show office at 206-748-0012.



**EXHIBITOR BADGE ORDER FORM – SEATTLE BOAT SHOW ON LAKE UNION**

**FAX TO NYBA BY JAN 8, 2018: 206-748-0161**

Badge form must be filled out completely and faxed or emailed to NYBA by:

**DUE: January 8, 2018.**

Fax: 206-748-0161

Email: Leeann@nwyachtbrokers.com

**Late forms and any additional, lost, forgotten, or reprinted badges are \$10 per badge.**

Badges are photo IDs. Image capture and badge processing will take place in the Lake Union Boat Show Office. All employees actively working at any exhibitor's display at the show **MUST** have their own badge during the show and will need a badge to enter the show.

Exhibitors will be given a quantity of badges free of charge, based on the following formula:

**IN THE WATER:** 5 badges for 1<sup>st</sup> vessel; 1 badge for every additional vessel

**SHORESIDE & TENDERS:** 5 badges for single; 7 badges for double

**COMPANY NAME:** \_\_\_\_\_

**Employee Name**

**Badge Sign-out**

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

5. \_\_\_\_\_

\_\_\_\_\_

6. \_\_\_\_\_

\_\_\_\_\_

7. \_\_\_\_\_

\_\_\_\_\_

8. \_\_\_\_\_

\_\_\_\_\_

9. \_\_\_\_\_

\_\_\_\_\_

10. \_\_\_\_\_

\_\_\_\_\_

**BOAT SHOW CONTACT SIGNATURE:**

**Badge will be picked up by individual staff members**

**Badges will be picked up by one designated person**

**Name:** \_\_\_\_\_