

12TH ANNUAL 2013 BRANSON MOTORCYCLE RALLY

Vendor Guidelines – Rules for Vending

Application Process:

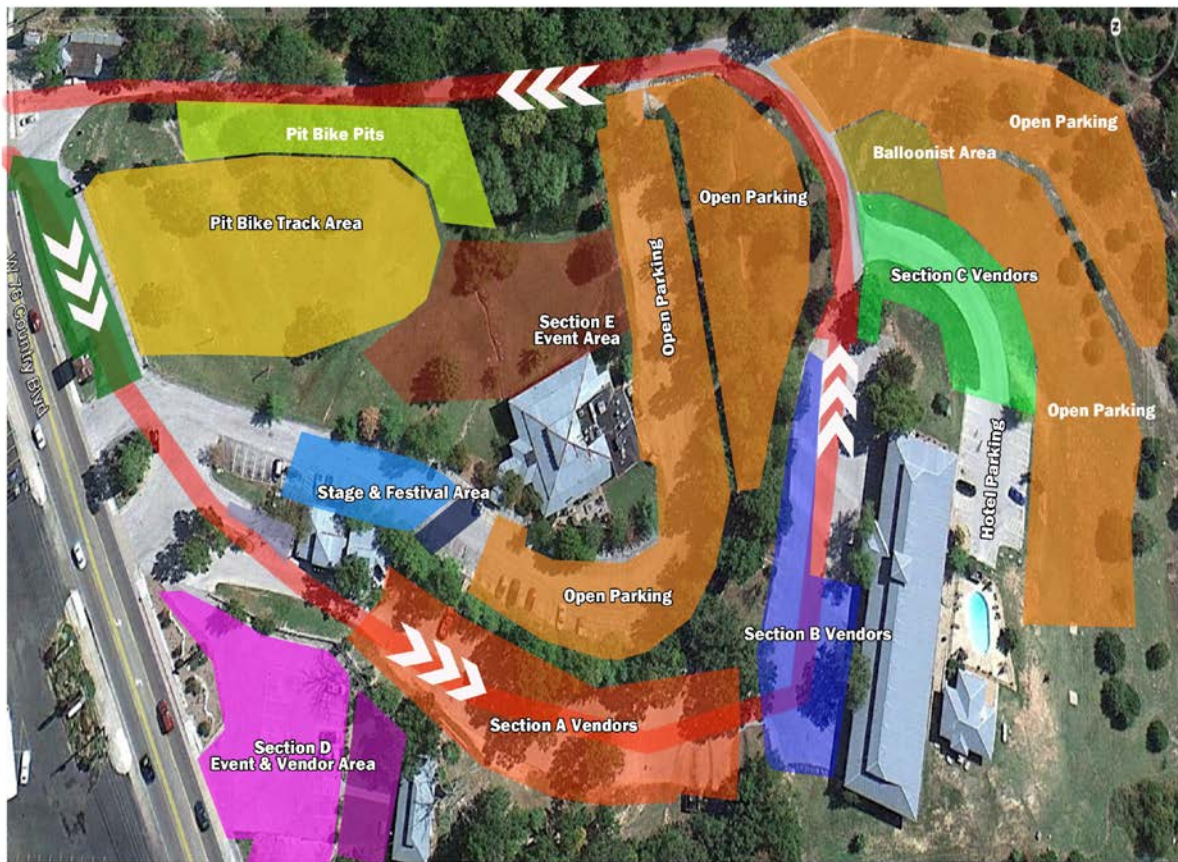
- All vendor applications are reviewed by the Branson Motorcycle Rally being and must be approved to vend at the Rally. Please do not assume that by submitting an application that your vending space is secured.
- All applications will be reviewed and we will contact you by phone or email to request payment. Applications are accepted on a "First In" basis. Some product types and vendor types are limited to avoid product oversaturation so get your application in early. BMR reserves the right to decline any application for any reason.

Booth Rental Pricing:

- Prices include a \$30.00 mandatory city license permit.

If you did not Vend at the 2012 Branson Motorcycle Rally, your booth rental rate would be as listed in the table below:

**Rally Layout 12th Annual Branson Motorcycle Rally
BMR 2013 May 30th - June 2nd**



NEW VENDOR SECTION A - Premium Location

PRICE	FRONTAGE		DEPTH	PLUG-IN(S)	ELECTRICAL
\$475.00	10 ft	x	20 ft	1	110v 20amp
\$700.00	20 ft	x	20 ft	1	110v 20amp

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\$800.00	30 ft	x	20 ft	2	110v 20amp
\$925.00	40 ft	x	20 ft	2	110v 20amp

NEW VENDOR SECTION B

PRICE	FRONTAGE		DEPTH	PLUG-IN(S)	ELECTRICAL
\$450.00	10 ft	x	20 ft	1	110v 20amp
\$675.00	20 ft	x	20 ft	1	110v 20amp
\$775.00	30 ft	x	20 ft	2	110v 20amp
\$875.00	40 ft	x	20 ft	2	110v 20amp

NEW VENDOR SECTION C

PRICE	FRONTAGE		DEPTH	PLUG-IN(S)	ELECTRICAL
\$400.00	10 ft	x	20 ft	1	110v 20amp
\$600.00	20 ft	x	20 ft	1	110v 20amp
\$700.00	30 ft	x	20 ft	2	110v 20amp
\$825.00	40 ft	x	20 ft	2	110v 20amp

If you operated a booth at the 2012 Branson Motorcycle Rally, your booth rental rate would be as listed in the table below:

RETURNING VENDOR SECTION A - Premium Location

PRICE	FRONTAGE		DEPTH	PLUG-IN(S)	ELECTRICAL
\$430.00	10 ft	x	20 ft	1	110v 20amp
\$630.00	20 ft	x	20 ft	1	110v 20amp
\$730.00	30 ft	x	20 ft	2	110v 20amp
\$830.00	40 ft	x	20 ft	2	110v 20amp

RETURNING VENDOR SECTION B

PRICE	FRONTAGE		DEPTH	PLUG-IN(S)	ELECTRICAL
\$400.00	10 ft	x	20 ft	1	110v 20amp
\$600.00	20 ft	x	20 ft	1	110v 20amp
\$700.00	30 ft	x	20 ft	2	110v 20amp
\$800.00	40 ft	x	20 ft	2	110v 20amp

RETURNING VENDOR SECTION C

PRICE	FRONTAGE		DEPTH	PLUG-IN(S)	ELECTRICAL
\$350.00	10 ft	x	20 ft	1	110v 20amp

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\$550.00	20 ft	x	20 ft	1	110v 20amp
\$650.00	30 ft	x	20 ft	2	110v 20amp
\$750.00	40 ft	x	20 ft	2	110v 20amp

Payment In Full:

- When your "PAYMENT IN FULL" and funds are verified, we will issue you a Vendor Confirmation Number. Without your Vendor Confirmation Number your booth is not secured. Payment in full is required before vending space is secured. Contact LaVona Watkins at 417-213-1391 with payment questions.

Payment Methods:

- Credit Cards will not be accepted for payment on vendor space. CAHIER'S CHECK, OR PERSONAL CHECK accepted for payment until May 1, 2013. After May 1, 2013 ONLY Cashier's Check will be accepted.
- Make all CHECKS PAYABLE TO:
Branson Motorcycle Rally
P.O. Box 568
Branson, Missouri 65616
Attn: LaVona Watkins
- Checks must include a current DRIVER'S LICENSE NUMBER *with expiration date* or a SOCIAL SECURITY NUMBER WRITTEN ON THE CHECK.
- THERE WILL BE A MINIMUM OF \$50.00 CHARGE FOR ALL RETURN CHECKS.

Cancelations:

- In the event of a cancellation on or before May 1st, 2013 BMR will return all but \$100.00 of paid money received. If cancellation occurs after April 30th, 2013 No Refund will be Issued.

Refunds:

- After April 30th, 2013 NO REFUNDS will be given for Vendor cancelation. Prior to May 1st, 2013, Total payment may be refunded minus a \$100.00 Fee.

Permits and Taxes:

- BMR will be responsible for filing the Temporary Business License required by the City of Branson.
- Vendors are responsible for paying any and all City and State Sales Taxes Missouri Taxation Revenue Department forms will be provided at vendor check-in.

Vendor Insurance:

- BMR requires that all Vendor's must have Liability Insurance listing BRANSON MO MOTORCYCLE RALLY LLC, OUTBACK STEAK & OYSTER BAR INC., & OUTBACK ROADHOUSE MOTEL & SUITES LLC, as an additional insured and the public liability requirement is \$1,000,000.00 dollars per occurrence.
- Vendor's who DO NOT have Insurance can see attached INSURANCE REQUEST LETTER that shows how to acquire insurance for as low as \$83.00. Contact information, and website available as well for Insurance Agent/Company. Insurance must be included with/when submitting application preferably by email. Either Vendor or Vendor's Insurance Agent/Company can email to: lwatkins@bransonmotorcyclerrally.com.

Booth Electrical:

- Electrical for vendor space are 110 x 20 amp. If any additional electric over 20 amps is desired, it is the responsibility of the vendor to do so, BMR will NOT SUPPLY generators.
- Vendors will be responsible for supplying their own 100' extension cord, additional electrical strips, booth lighting, for vendor space.
- Vendor's that bring a generator; it must have a muffler, or be restricted to a reasonable noise level. If legitimate complaints on generator noise level occur, the BMR reserves the right to have the generator removed and it will be up to vendor to supply another one if so desired.

Products:

- Vendor's must present at least 80% new items in their display unless otherwise approved.
- Used Motorcycle parts are acceptable, Upon BMR approval of your professional vendor setup.

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- The following items are restricted from prohibited on property: drug paraphernalia, guns, non-utility knives that you could slaughter an elephant with. (I think you get the picture)
- No pornographic material including toys, contraceptives, videos, or "Naughty Novelties" of any kind are allowed to be sold on property site of BMR.
- The use of BMR logo trademarked names, initials, or copyrights art work on any merchandise. Anyone found in violation of using BMR name, logo, corporate trademarks, or offering the sale of BMR merchandise will be confiscated, and individual(s) will be PROSECUTED.

Vendors Booth Operation:

- Vendor's are responsible for the professional operation of the space they have rented. Booths must be operated professionally from Thursday May 30th 2013 at 3:00pm, through till Sunday June 2nd, 2013.
- All vendors are required to manage their vendor space. Children under 14 are to be accompanied by their legal guardian or parent at all times. Each Vendor must be open for business Thursday May 30th 3PM-10PM, Friday 9AM - 10PM, Saturday 9AM - 10PM, and Sunday 10AM - Noon.
- Vendors must take their own trash from inside & around their vendor space to the dumpsters are provided for trash.
- Vendor space must be clean of all trash, debris, boxes, and any safety hazards at all times. Vendors must clean up their area upon departure. BMR reserves the right to refuse any vendor for future events for any violation of our vendor guidelines.
- Vendor must stay within the boundaries of space rented including; awnings, signage, storage, counters, tables, chairs, goose-necks, ramps or trailer tongues. If you exceed your rented space you will be required to adjust your set up to only the area within your rented space.
- BMR will not tolerate fighting, bickering, profanity, abusive language, taunting, aggressive behavior of any kind will be tolerated. Authorities will remove all persons causing disturbance from the property, Vendors involved will be ask to pack up and leave with no refund for booth rental and will not be allowed to participate in future events
- Vendor Arm Band Requirement: You will be issued arm bands for people that will be working in your booth. You are required to ensure that each person working with you has an arm band at all times while working and before they attempt to enter the gate.

Food Vendors:

- The BMR restricts all Food and Beverage vendors that are in direct competition with Outback Steak & Oyster Bar or the Outback Pub current menu items Food and Beverage Vendors must present their menu offerings prior to vendor application approval.
- Any other menu items other than those disclosed at that time are strictly prohibited. Failure to comply with this rule will result in cancellation of Vendor's participation in the rally, and no refund will be given.

Insurance Requirements:

- Our business liability company requires that we provide certificates of insurance from our vendors and performers. Would you please request from your insurance agent a certificate of insurance listing Branson MO Motorcycle Rally LLC, Outback Steak & Oyster Bar Inc, & Outback Roadhouse Motel & Suites LLC, as an additional insured the public liability is \$1,000,000.00 per occurrence.
- Any vendor or performer must present a copy of the required coverage before being allowed to participate in the rally. If you do not have insurance you may go get a quote from

Lisa Orozco

Account Representative

North American Retail RPG, Inc.

6700 N Oracle Rd Ste 323

Tucson, AZ 85704

Phone (520) 742-9200 ext. #20 (866) 895-5085

Fax (520) 575-1528

LisaOrozco@azcentralins.com

Fill out the insurance application and get required coverage. It is to my understanding the fee is \$83.00.

- You will be required to send me by e-mail all insurance liability coverage certificates to lwatkins@bransonmotorcyclerrally.com
Questions regarding insurance requirements contact

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Branson Motorcycle Rally Corporate Office
Attn: LaVona Watkins, Event Coordinator
Phone : 417-213-1341

Vendor Load-in:

- *Tractor trailers, walk-thru trailers, or if your vehicle or trailer is part of your set up you must set up early. All large setups must be in place before those with tents start their load in.*
- Large setups and special setups must load in before 9:00 PM on Wednesday May 29th unless approved for late setup by LaVona Watkins at 417-213-1391.
- All other Load in (tent vending) starts at 9:00 AM – 2:00 PM
- We officially open the gates at 3pm on Thursday May 30th however fire, health, and The City of Branson inspections start around noon. Vendor will need to be in their booths no later than noon. Please remember to bring one or more fire extinguisher for the city fire inspection. May 30th All set-up must be completed by 2 pm and all load in vehicles removed by 2:45 PM. Vendors are required to be open and ready for business no later than 3pm.

Wednesday May 29th

- Large Vendor set up only 6PM - 9PM

Thursday May 30th

- Tent Vendor load in 9AM - 12PM Noon
- City Inspections start at 12PM Noon
- All Load in completed by 2:00 PM and all vehicles removed from the Rally interior before 2:45 PM
- When you are given your Vendor Confirmation Number you will also be assigned to a specific booth . On arrival, you will be ask to set up in that specific booth. The BMR is not obligated in any way to move you to any other location. Trading, or exchanging booth locations must be approved by BMR. We will be glad to send you specific information regarding your booth space upon request. Contact Lavona Watkins 417-213-1391.
- Vendors cannot tear-down any earlier than 12 noon on Sunday June 2nd.

Vendor Lodging:

- We have a block of rooms set aside at the Grand Country Inn across from the Rally for a discounted rate. Contact The Front Desk at the Outback Roadhouse at 417.334-7200 for information. There are no overnight camping allowed on premises such as tents, campers, rv's, or vehicles of any kind. Call 417-213-1391 for camping, and RV information.

Agreement To Vend:

- Vendor(s) must follow these rules and regulations in order to have a safe and successful Rally. Any Vendor(s) who are in violation of any of these rules and regulations, BMR committee reserves the right to terminate any previous agreement, you will be asked to vacate the premises, or we will have authorities remove you from the property, Vendor(s) will not be allowed at any future events, and absolutely NO REFUNDS will be given.

If you need more information or have questions contact

Branson Motorcycle Rally Office
Lavona Watkins Event Coordinator
(417) 213-1391
lwatkins@bransonmotorcyclerrally.com

Vendor applications must have all applicable fields completed before BMR will review application. Incomplete application will not be approved.