# NARBC 2024

NORTHAMERICANREPTILEBREEDERSCONFERENCE

WWW.NARBC.COM

# ST. LOUIS - FALL

# NOVEMBER 9-10, 2024

ST.LOUIS BOOTH#

## VENDOR FORM
### REGISTRATION & SPACE REQUEST

**SUBMITTED: (Please Choose)** ☐ **In Person**

☐ **Email: bap267@aol.com** ☐ **Fax: 708.781.9602**

☐ **Snail Mail: 6420 W. 167th St., Tinley Park, IL 60477**

**DO NOT SUBMIT/SEND AS A PHOTO – PERIOD!!!**

VENDING AS: _____

VENDOR CONTACT: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ EMAIL: _____

ON THE WEB: _____

☐ ***NEW VENDOR*** ☐ ***UPDATED INFO***

## CONTACT

**BRIAN POTTER:** 708-932-8044 **BOB ASHLEY:** 575-557-5757

**ST. CHARLES CONVENTION CENTER**

1 Convention Center Plaza, St. Louis, MO 63003

**HOTEL RESERVATIONS**

EMBASSY SUITES ~ ST. CHARLES, MO

2 Convention Center Plaza ~ (636) 946-5544

| VENDOR SET-UP & VIP HOURS | SHOW HOURS |
|---|---|
| Friday Noon - 7pm | Saturday 10am - 5pm |
| Saturday 7:30am - 5pm | Sunday 11am - 4pm |

| VENDOR SPACE OPTIONS<br>ALL OPTIONS BELOW INCLUDE PIPE & DRAPE, PLUS CLOTH COVERED & SKIRTED TABLES | | COST | QTY | TOTAL |
|---|---|---|---|---|
| **CORNER SPACE (100sqft) – 10' X 10'** with (1) Vendor Badge & (1) - 8' Table | | $395 | | |
| **IN-LINE SPACE (100sqft) – 10' X 10'** with (1) Vendor Badge & (1) - 8' Table | | $345 | | |
| **ELECTRICITY** | ***$125 AT SHOW*** | $95 | | |
| **EXTRA 8' TABLE** | ***$50 AT SHOW*** | $40 | | |
| **VENDOR BADGES** | | | | |
| ____ ***INCLUDED FREE*** | 1ST ADDITIONAL VENDOR BADGE(S) ~ *( ____ AVAILABLE)* | $25 | | |
| | ADDITIONAL VENDOR BADGE(S) ~ *( IN EXCESS OF ____ )* | $40 | | |

**CHOOSE PAYMENT OPTION**

~ MINIMUM DUE WITH FORM IS 50% OR %100 WHICHEVER IS HIGHER ~ *FIRST TIME VENDORS MUST PAY IN FULL* ~ NO EXCEPTIONS ~

| | | | | |
|---|---|---|---|---|
| ____ **PAY IN FULL** | **~OR~** | ____ **50% DOWN =** _____ | **VENDOR SUBTOTAL:** | |
| | | | **AMOUNT of PAYMENT:** | |
| **CHOOSE PAYMENT METHOD & COMPLETE APPLICABLE FIELD(S) BELOW:** | | | **NARBC ADJUSTMENT:** *(IF APPLICABLE)* | |

☐ **CASH** ____ **CREDIT CARD** ____ **CHECK**

**V/MC/DSC#:** _____ **EXP:** ___/___ **CCV:** _____

ENTER NUMBERS ONLY NO SPACES OR DASHES

**AMEX#:** _____ **BILLING ZIP CODE:** _____

**CHECK#:** _____ **DATE ON CHECK:** _____ *(Make Payable to NARBC)*

*RETURNED CHECKS WILL INCUR A $50 FEE - PAYABLE AT CHECK-IN*

**CURRENT AMOUNT DUE**

## MESSAGE /REQUEST FOR SHOW ORGANIZERS

- **SEE VENDOR RULES & MISSOURI REGULATION/COMPLIANCE INFO AT: NARBC/ST LOUIS/VENDOR REGISTRATION & RULES**
- **REGISTRATION IS REQUIRED FOR ALL VENDORS, INCLUDING NON-PROFITS & SPEAKERS**
- **SPACE IS ASSIGNED FIRST COME/FIRST SERVE ~ AND ONLY UPON RECEIPT & ACCEPTANCE OF THIS FORM**
- **WE ATTEMPT TO FULFILL REQUESTS MADE FOR SPACE & SPECIFIC REQUESTS FOR LOCATION/TYPE ~ NO GUARANTEES**
- **CANCELLATIONS SUBJECT TO ADMIN FEE ~ NO REFUNDS FOR CANCELLATIONS WITHIN 30 DAYS OF SHOW SET UP DATE**