
2018 Keycon Dealers Room Information

LOCATION: Keycon will be held at the Radisson Hotel, May 18 – 20, 2018. You may sign up for dealer tables by filling out the Keycon 2018 Dealers Contract and paying in full. The Dealers Room area is located in Ambassador H on the 12th floor beside the Hotel Restaurant. The Keycon Dealer Room is open to the general public, convention passes are not required.

WHO ATTENDS: Those attending will be fans of Science Fiction and Fantasy genre movies, television series, video games, etc.

HOURS: Our Dealers Room Hours are as follows, Friday 7pm-10pm, Saturday 10-7pm and Sunday 11-4pm. Dealers will have access to the room 30 minutes prior to opening each day. Setup on Friday will commence no later than 6:30 pm on Friday. Should earlier access be granted, will be communicated as they are finalized closer to the convention date.

HOTEL: Discount rooms have been reserved at the hotel. We advise that you reserve your hotel room(s) as soon as possible by contacting the hotel.

FEES AND SPACE: Dealers will provided with either a booth of 8 x 8 foot feet along the wall, or as table space of 8 foot width, with varied space behind table in centre island, in the dealer's room in the dealers area in Ambassador H. Please specify preference at time of application.

The dealer's space is priced at \$95 and a \$25 merchandise donation - price includes one 8 foot table, additional tables can be provided at an extra fee. We regret that we are unable to accept partial payments or deposits. After March 14, 2018 no refund will be given for backing out of the dealer's room. Up to that date all fees minus a \$20 administration fee can be refunded.

There are a number of different options available to dealers for tables 8ft tables are \$20 each(If a different size table is required, arrangements can be made on a case by case basis) and limited to two tables. Each Dealer will receive 2 chairs for and one 8 foot table their space. If no tables are required, please specify for a 20 dollar table price reduction.

Due to the limited space, Dealers will be limited to one booth or table space(Some exceptions for returning dealers may be made on a case by case basis). Once the dealers room is full you will be put on a waiting list if any spaces become available on a first come first serve basis. All dealers will also receive a business size ad in our program book and a link on our website. A Larger ad may be purchased if a dealer so desires at a discount rate.

ELECTRICITY: Please indicate your electrical needs on the Keycon 2018 Dealers Contract. Electricity will be provided on an as available basis.

REGISTRATION: Keycon Registrations for convention passes will be provide at a discounted fee of \$40 dollars for registered dealers. Please specify, whether you wish to purchase a membership with your spaces, Dealer space does not include access to the rest of the convention without a convention pass.

KEYCON BUCKS: We will be doing Prize draws for “Keycon Bucks” that we ask all dealers to honour (You will be reimbursed). This is to help encourage more customers in the dealer’s room. In order to be entered to win Keycon Bucks a person must make a purchase at a dealer table. For every \$10 dollars they spend they are to receive a ticket for the draw, which will be provided to the dealers by the Dealer’s Room Rep. Signage will be posted as reminders to encourage participation Draws will take place at several points throughout the weekend.

ADDITIONAL INFORMATION: Keycon 35 has a theme of Magic vs Technology. Although not required, Dealers are encouraged to participate in the theme. Please feel free to indicate on your form if you will be representing Team Magic or Team Technology. Keycon representatives may be contacted during weekday business hours at the email address listed below. A phone number for the Dealers Room Rep will be provided closer to the convention to be used during the convention.

Katie Helgason, Dealers Room Representative

Email us at dealers35@Keycon.org Please visit our website: www.Keycon.org

Keycon 2018 Dealer Contract

Business Name: _____

(As you wish your name to be represented in all printed and promotional materials)

Contact Person(s): _____ Fax: _____

Business Phone: _____ Cell: _____

Address: _____

City: _____ State/Province: _____

Zip/Postal Code: _____ Email Address: _____

Website: _____ Team Magic or Tech: _____

Wares/Type Of Merchandise:

Electrical/other needs: _____

Dealer Space (Indicate the number you are paying for) Amount:

1 Booth Space \$95.00 \$ _____

1 Table Space \$95.00 \$ _____

Additional Tables required:

8 foot table x \$20.00 each _____ \$ _____

I require no tables for my space _____ \$ -20.00

I will provide the following merchandise to equal 25 dollars to finalize my dealer table reservation:

If unsure of merchandise to be donated, please communicate with Dealer Rep to make arrangements

Keycon Membership Information:

I would like to purchase a full membership to Keycon for access to full convention: \$ 40.00

Please provide which faction for your membership (Magic or Tech), if not already provided (Required for memberships): _____

Deadline: for advertising copy is March 14, 2018 Dealer Participant must supply the ad via email to dealers35@Keycon.org. Keycon is not responsible for designing the advertisement.

- Business card ad free \$ _____
- 1/4 page ad \$20.00 \$ _____
- 1/2 page ad \$40.00 \$ _____
- Full page ad \$60.00 \$ _____

Total Amount \$ _____

Authorized Signature of Dealer

Date

Make checks or money orders payable in the full amount to “Keycon”

Keycon 2018 Dealer Contract

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- This Agreement is between Keycon 35, an entity hereafter referred to in this Agreement as “Keycon”, and _____, hereafter referred to in this Agreement as “Participant”. This Agreement pertains to certain rights, privileges, policies and regulations as specified below regarding Keycon.
 - The Official contact (“Contact Person(s)” on the Keycon 2018 Dealer Contract) will have the authority to act on behalf of the Participant in space reservation transactions with Keycon.
 - The signature of the Participant or authorized representative is required on this Agreement and binds the Participant and its representatives to all regulations and terms on this document and constitutes a binding agreement.
 - Keycon must receive a written notice of change of the Participant’s contact, when applicable.
 - Keycon agrees to provide 2 chairs and tables, as rented during Keycon to the Participant as stated in the Keycon 2018 Dealer Contract signed by the Participant or authorized representative.
 - The Participant assumes entire responsibility and agrees to protect, indemnify, defend, and save Keycon and its agents against all claims, loss, or damage to persons or property, arising out of or caused by Participant’s installation, removal, maintenance, occupancy, or use of Keycon premises.
 - The Participant indemnifies and agrees to hold the Keycon facility and the legal entities which own, lease, and/or operate the Keycon facility, their members, officers and directors, and employees, harmless against any and all liability whatsoever arising from any or all damage to property or personal injury caused by Participant or its agents, representatives, employees, or any other person.
 - This agreement for Keycon Dealer Space at Keycon indicates the applicant’s willingness to abide by all accompanying Dealer terms and conditions and general regulations listed on this document as well as such additional rules and regulations as Keycon deems necessary for the success of the convention, provided these latter do not materially alter the Participant’s contractual rights.
 - The participant agrees that there will be no disruptive music or behavior. Also no scents are allowed.
 - Participant displays will be no higher than 6ft (72inches)
 - This Agreement will become binding on both parties when countersigned by Keycon or its authorized representative.
 - This Agreement shall be subject to the applicable laws and by laws of the City, Province and Country. Any disputes arising from this Agreement shall be brought before the court of Queen’s Bench.
 - Signature of the Participant or authorized representative on this Agreement will constitute agreement of the Participant to comply with all policies contained in this Agreement.
 - Participant acknowledges that Keycon grants no terms of exclusivity or other licensing agreement to the Participant.
 - Participant will display and/or sell merchandise, which is consistent with all International and Canadian copyright and trademark agreements, as well as all laws of the City of Winnipeg and the Province of Manitoba.
 - Dealer Registration and Identification: The Official contact will receive copies of all program announcements to facilitate Keycon registrations. Additional Keycon registration forms will be available upon request.
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- Finalization of Dealer Table Reservation: Agreements for Dealers Tables are subject to the approval of Keycon, and Keycon reserves the right to offer or refuse space rental to potential Participants. Assignments will be on a firstcome, firstserved basis.
- Cancellation: All changes and cancellations by the Participant must be in writing. Notice of cancellation by Participant received by Keycon after March 14, 2018 will result in the forfeit of all booth or table fees. In the event the exhibit is cancelled by Keycon for any reason, the liability of Keycon shall be limited to a refund of all monies paid by the Participant as Dealer Table fees less Participant's share of expenses incurred by Keycon to the date of cancellation.
- Dismantling: No packing or dismantling of Dealer Tables will be permitted prior to the published tear-down time.
- Liability: Neither Keycon, the Facility, nor the decorator or their agents can assume responsibility for any loss or damage to booths, equipment, or personal belongings on site.
- Insurance: Insurance on all Dealer items is suggested and is the responsibility of the Participant. Neither Keycon nor its agents, assigns, or assignees, will assume any responsibility for property loss, damage, personal injury, or other claims related to the Participant's space. Participants are required to carry insurance to cover their property against damage and loss and public liability insurance for claims of injury to the person and property of others.
- Conducting Dealer Tables: The character of the Dealer Table is subject to the approval of Keycon. Keycon retains the right to refuse the application of Participants not meeting standards required or expected, as well as the right to curtail Dealers Tables or parts of Dealers Tables which reflect unfavorably upon the character of the convention. Nonprofessional products or services are not to be displayed. Participants may not resell, sublet, give or otherwise transfer their space to any third party without express written consent by Keycon. Participant agrees to not engage in any activities considered disruptive including, but not limited to: packing and unpacking of merchandise outside areas leased to the Participant; transfer of merchandise into or through the Dealers Room during business hours; or any activity deemed by Keycon not in the best interest of Keycon or any of its participants.
- Termination of Dealer Rights: In the event the Participant, its contractors, agents, or employees fail to comply with any of the provisions hereof, or otherwise detracts from the general educational character of the convention, Keycon shall be permitted and empowered to terminate the Participant's right hereunder, and evict and remove the Participant and contractors hired by Participant from the premises, in which event the Participant shall not be entitled to any refund of amounts paid hereunder.

Signature Dealer

Date

Authorized Signature – Keycon Dealer Representative

Date

Please read this 5page Agreement carefully before signing, and retain a copy for your records.

Make your check or money order payable in the full amount to “Keycon”. Enclose this signed Agreement along with your payment for Dealers Tables to:

PO Box 3178 Winnipeg, Manitoba R3C 4E6