

2018 HUNTSVILLE HAMFEST

COMMERCIAL VENDOR PACKAGE

To All Prospective Vendors:

THANK YOU for your interest in showing with us at the 2018 Huntsville Hamfest Dealer and Exhibits Show on August 18 & 19, 2018! Inside you will find the following important vendor information:

- Facility and Booth Information
- Driving Directions
- Hotel information
- Booth Registration Form

Please review all of the information contained in this package and if you still have questions, feel free to contact any of us at any time. It is our mission to make your stay with us as enjoyable and trouble-free as possible. We're here to serve you!

David Givens K5RSI
President, Huntsville Hamfest, Inc.
dagivens@yahoo.net
256-679-1084

Mark Brown N4BCD
Chairman, Huntsville Hamfest
mark.n4bcd@yahoo.com
256-503-8887

Art Davis N4UC
Dealer Show Chairman
adavis1972@gmail.com
256-783-5676

HUNTSVILLE HAMFEST VENDOR INFORMATION

Facility: The Huntsville Hamfest Dealer Show is held in the spacious and easily accessible South Hall of the Von Braun Civic Center located in historic downtown Huntsville. This hall is an 80,000+ square foot room designed for easy indoor loading and unloading during move-in and move-out. The huge flea market is located in the same room, which allows easy crowd access to both areas. Contact information for the Von Braun Center is:

Von Braun Center
700 Monroe St.
Huntsville, AL 35801
256-533-1953 www.vonbrauncenter.com

Show Hours: The show hours are 9:00–5:00 on Saturday and 9:00–3:00 on Sunday. The Main Prize drawings will be held on Saturday at 4:00 PM and on Sunday at 2:30 PM.

Booth Description: Each single booth is a nominal 10' wide x 10' deep measured from the front of the table. End cap booths are 20' wide and 10' deep. Booth prices include Hamfest admission, 8ft x 30" covered and skirted display tables, one waste can, red booth curtains, and two chairs. Wi-fi service inside is also available at no charge. AC power (120V and/or 208V), carpeting, storage tables, wired drops for high speed internet and telephone are available for additional cost. See booth order form for pricing.

Move-In / Move-Out: When you arrive, you will be met by helpful hamfest volunteers from the supporting clubs ready to help you with unloading your freight and locating your booth. Move-in hours are 10:00 AM until 8:00 PM local time (CDT) on Friday and 7:00–9:00 AM on both Saturday and Sunday mornings. **Everyone must vacate the hall Friday night no later than 8:00 PM sharp, so please plan accordingly.**

Dealer Hospitality: We try our best to make your time spent with us as trouble-free as possible by providing complimentary coffee and doughnuts to you each morning beginning at 7:00am in the dealer hospitality area adjacent to the dealer show. Each vendor will also receive one meal ticket per vendor badge good for our famous Honey Baked Ham catered lunch. If you are in your booth by yourself and can't leave it for lunch, let us know and we'll be glad to bring lunch to you!

Shipping: For shipping, receiving, and drayage service forms and information, refer to the SHIPPING page on the Hamfest website.

Payment: No commercial booth will be assigned until payment is received. Payment in full is to be included with booth request forms. For phone or email booth orders, payment must be postmarked within 10 days of order to avoid reassignment. Commercial booths for which payment has not been received on June 1 will be subject to reassignment.

Early Tear-Down: In the event you need to tear down while the Hamfest is in progress, make sure to keep all display items within the confines of your booth and out of the aisles. No shipping containers stored by the VBC are to be brought through the aisles during Hamfest activities without permission of the Hamfest personnel.

Sales Tax Information: Upon arrival, you will receive a dealer package containing the forms and instructions necessary to help both of us comply with applicable laws for the reporting of sales tax. The current total sales tax rate is 9.0%, broken down as follows: Huntsville City 4.5%, Madison County 0.5%, and Alabama State 4.0%.

DIRECTIONS TO VON BRAUN CENTER IN HUNTSVILLE, AL

Hamfest talk-in station K4BFT is on 146.34/94 , pl=100hz

From I-65 (North or South) take Exit 340 to head East to Huntsville on I-565. Travel approximately 19 miles to exit 19-C (Washington Street). Turn right onto Washington Street and cross over the bridge to the first traffic light at Monroe Street. Turn right onto Monroe Street and travel to the 3rd traffic light (Clinton Avenue). To reach the South Hall Parking Garage, turn right (west) onto Clinton Avenue from Monroe Street. Continue to the next traffic light and turn left onto Pollard Street to access the South Hall Parking Garage.

Entering Huntsville from Scottsboro on Hwy 72 West: After Highway 72 West merges into I-565, take exit 19-A to Jefferson Street. Follow Jefferson Street to the first light at Monroe Street, and turn right. Stay on Monroe until you come to the Clinton Avenue red light. Continue on Clinton and turn left onto Pollard Street to access the South Hall Parking Garage.

From Guntersville, Highway 431 West will become Governors Drive. Follow Governors Drive across California Street and past Huntsville Hospital on your right. Turn right at the traffic light at Monroe Street. Go through the light at St. Clair, and turn left at the next light to stay on Monroe. Handicap parking will be on your left in front of the VBC. For the South Hall Parking Garage, continue on to Clinton Avenue and turn left onto Pollard Street.

HOTELS:

The hotels listed below offer discounted room rates for hamfest attendees. All three are extremely convenient to the VBC. The Embassy is actually attached to the VBC so you can walk to your booth from your room without ever going outside! Spring Hill Suites property adjoins the VBC campus and is within a two minute drive in case of rainy weather. Otherwise it's just a short walk to the show. Be sure to use the reservation code "HAM" when making reservations at any of these fine hotels to get the hamfest room rate.

Embassy Suites by Hilton®
800 Monroe St.
Huntsville, AL 35801
(256) 539-7373

Spring Hill Suites - Downtown
745 Constellation Place Drive
Huntsville, AL 35801
(256) 512-0188

Homewood Suites
714 Gallatin St. SW
Huntsville, AL 35801
(256) 539-1445

2018 HUNTSVILLE HAMFEST BOOTH REGISTRATION

Thank you for your interest in being with us at the Huntsville Hamfest Dealer Show on the weekend of August 18 & 19, 2018. Commercial booths are a nominal 10 ft wide and 10 ft deep. Included at no extra charge are hamfest admission, morning refreshments, and complimentary meal tickets for a catered lunch each day for you and each of your booth workers. Move-in hours are Friday 10am - 8pm (CDT) and Sat/Sun 7am – 9am. Please see the Vendor Information page for more information.

Company Name: _____

Contact: _____ Phone: _____

Address: _____

City/ST/Zip _____

e-mail: _____

Please indicate the quantity of each booth type you need as well as any second choice you might have (send payment for first choice only). All prices shown are totals for the weekend.

Number of Single Booths _____ x \$180 each	=	\$ _____
Number of Corner Booths _____ x \$210 each	=	\$ _____
Number of End-Cap Booths _____ x \$420 each	=	\$ _____
Number of Storage Tables Inside Booth ____ @ \$20 each	=	\$ _____
Carpet in booth @ \$75 per each 10x10 single booth area	=	\$ _____
AC Power (120VAC/\$50 and/or 208VAC/\$160).....		\$ _____
Telephone Line, no instrument (\$150).....		\$ _____
Wired Internet Drop in booth (\$420)..... (n/c for Wi-Fi).....		\$ _____
Charges for Other Items (if any):.....		\$ _____

TOTAL BOOTH COST (amount enclosed)	\$ _____
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Number of Dealer badges required: _____

Check here if you **DO NOT** need any display tables

By occupying any type of display space at the Huntsville Hamfest, each vendor agrees that all merchandise offered for sale at the hamfest, any vendor-owned equipment for use in a vendor booth, or activity sponsored by any vendor, shall comply with applicable safety and usage policies and regulations of the Von Braun Center. At the discretion of the Huntsville Hamfest committee, and in conjunction with VBC management, non-compliance with this provision by a vendor can result in dismissal of any individual or the entire vendor party from the Hamfest.

For more information contact: Art Davis/N4UC adavis1972@gmail.com (256) 783-5676.

Please mail this form along with full payment to:

Huntsville Hamfest Dealer Show P.O. Box 12534 Huntsville, AL 35815
