

# **2021 HUNTSVILLE HAMFEST DEALER SHOW INFORMATION**

P.O. Box 12534, Huntsville, AL 35815

[www.hamfest.org](http://www.hamfest.org)

**VENUE:** The 2021 Huntsville Hamfest Dealer Show will be held in the spacious South Hall of the Von Braun Center (VBC) located in historic downtown Huntsville. This facility 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, allowing easy 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](http://www.vonbrauncenter.com)

**TALK-IN FREQUENCY:** 146.34/94, 100hz tone

**HAMFEST HOURS:** SATURDAY: 9:00–4:30 SUNDAY: 9:00–3:00

**BOOTH DESCRIPTION:** Each single commercial booth is a minimum 10' wide x 8' deep and includes one 8ft x 30" covered/skirted display table, waste can, back and side booth curtains, and two chairs. Other optional items such as AC power, carpeting, back storage tables, wired drops for high speed internet and telephone are available for additional cost. See booth registration form for pricing.

**PAYMENT:** No commercial booth will be assigned until payment in full is received. Booth payment can be submitted online by using the Hamfest registration located at <https://hamfest.org/dealer-show-registration> or paid by check mailed along with booth request form to P.O. Box 12534, Huntsville AL 35815. Do NOT send forms or payment to the VBC address!! Registration forms received by email will be accepted but no booth will be assigned until payment is received. Booths for which payment has not been received by July 1, 2021 will be subject to reassignment. **Regardless of your method of payment, please make sure that the name of the company or contact name is listed so proper credit for the payment can be given.** If you were not here in 2019, please contact the dealer show chairman to confirm availability of your desired booth arrangement before sending payment and registration form.

**CANCELLATIONS and REFUNDS:** In the event a booth registration must be cancelled before the Hamfest, the vendor of record or representative must inform the Dealer Show Chairman of the cancellation by email as soon as possible stating the reason for the request. Depending on the date and circumstances of the cancellation, a refund may be granted by the Hamfest Chairman. Upon notice of cancellation, the cancelled booths immediately become available for reassignment.

**DEALER HOSPITALITY:** Each eligible vendor will receive one meal ticket per vendor badge good each day for a delicious 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. Complimentary coffee and doughnuts will also be available to you each morning beginning at 7:00am in the dealer hospitality area located in the corner to the left of the stage..

**SECURITY:** No one is permitted in the South Hall without a valid vendor badge prior to the show opening to the public. All doors to the South Hall are locked and verified by Hamfest and VBC Security personnel during non-show hours.

**SHIPPING, RECEIVING, AND DRAYAGE:** Shipping, receiving, and drayage services are provided by the VBC. Shipping forms and payment are to be submitted directly to the Von Braun Center address listed on the form. **Please do not send shipping forms to the Hamfest address!!**

**MOVE-IN:** Move-in hours on Friday are 10:00 AM until 8:00 PM local time (CDT) as well as on Saturday and Sunday mornings beginning at 7:00 AM. On Friday night the roll-up door will go down promptly at 8:00 PM CDT and everyone must exit the hall, so please plan accordingly. On Saturday and Sunday, the roll-up door close at 8:45a.m. After that time, all merchandise must be hand-carried or carted through the double doors beside the roll-up. In order to maintain safe crowd flow through the aisles, all vendor merchandise and equipment must be located in their booth space at all times. During the show, vendors are to utilize the back freight entrance (west wall) to perform restocking of vendor booths. Only pre-approved vehicles are allowed to remain inside the South Hall during Hamfest hours.

**EARLY TEAR-DOWN:** In order to avoid unnecessary safety hazards or disruption of the Hamfest, no early teardown of commercial vendor booths will be allowed before the beginning of the main prize drawing on Saturday. Please keep all display items within the confines of your booth if you need to tear down your booth while the Hamfest is in progress. No vehicles are allowed into the South Hall and no shipping containers stored by the VBC will be brought through the aisles during Hamfest hours and activities.

**WI-FI / INTERNET:** Complementary wi-fi access is provided by W5KUB to the Hamfest attendees and dealers within the South Hall during Hamfest hours on as available basis. If you need more secure access or more bandwidth than available with this free service, a broadband wired connection can be purchased from the civic center and dropped into your booth for an extra fee. This service **MUST** be ordered on the booth registration form to avoid late addition charge after the show is set up.

**SALES TAX:** **The Hamfest does NOT collect sales tax forms or payments.** We are however required to submit a listing of all Hamfest dealers to the taxing authorities after the show. All retail sales at the Hamfest are subject to 9% sales tax distributed as follows: Huntsville City 4.5%, Madison County 0.5%, and Alabama State 4.0%. Detailed instructions regarding methods of payment to the different taxing authorities will be provided in the dealer package that you will receive upon arrival. It is the responsibility of each dealer to know what sales are subject to sales tax.

**LEGAL:** By occupying any type of display space at the Huntsville Hamfest, each vendor agrees that all items of 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 and Huntsville Hamfest. Failure to comply with this provision by a vendor can result in dismissal of any individual or the entire vendor party with no refund. No food or drink sales are allowed by the Hamfest vendors. No animals are allowed in the Von Braun Center except service animals.

**COVID-19:** By attending Huntsville Hamfest, you are acknowledging that an inherent risk of exposure to COVID-19 exists in any public place where people are present. By attending Huntsville Hamfest, you assume all risks related to exposure to COVID-19 and agree not to hold Huntsville Hamfest, Huntsville Amateur Radio Club, American Radio Relay League, Von Braun Center, or any of their directors, officers, employees, contractors, vendors, or volunteers liable for any illness or injury. The Huntsville Hamfest will follow all Federal, State, and Local guidelines which means that vendors must wear face covering at all times and no more than 2 people are allowed to be inside a single booth (10' x8' area) at one time.

**PARKING:** Complementary parking will be provided for commercial vendors in the VBC parking garage on the ground level of the South Hall. Details will be sent to you along with your booth registration confirmation.

73, Art Davis N4UC  
Dealer Show Chairman  
dealershow@hamfest.org  
256-783-5676