

ANNUAL STATE PARK GIFT SHOW
FEBRUARY 9, 2009 thru FEBRUARY 11, 2009

PAWV
Vendor

SPACE APPLICATION AND CONTRACT
PIPESTEM RESORT STATE PARK
FEBRUARY 8, 9, 10 and 11, 2009

Company _____ Telephone # _____

Representative _____ Title _____

Mailing address _____

Description of products to be displayed:

Registration Fees: @ \$60.00 per company _____

Rental Fees: Number of Booths ____ @ \$90.00 per booth _____
Limit two

Total: _____

*Please make this check payable to **The Pipestem Foundation**

NOTE: You must enclose two separate checks, one for registration, booth and rental fee made payable to the **Pipestem Foundation** and one for your lodge room made payable to **Pipestem State Park**.

Will your company be willing to donate a door prize to the 2009 Gift Show? _____

Prizes will be collected upon arrival and drawings will be held at the registration table with recognition given to the donating company.

I have read all the rules and regulations of Pipestem State Park's Gift Show on the preceding pages and agree to abide by them. I understand that I am bound to abide by all of Pipestem State Park's regulations while a guest of the park attending the Gift Show. My signature below shows the acceptance of these terms.

Date

Company Representative

ANNUAL STATE PARK GIFT SHOW
FEBRUARY 9, 2009 thru FEBRUARY 11, 2009

PAWV
Vendor

General Information
PIPESTEM RESORT STATE PARK GIFT SHOW
FEBRUARY 8, 2009 thru FEBRUARY 11, 2009

Booth Size: 96 Square Feet (8' x 12')

Booth Locations: Conference Center, Faulconer Room, Cardinal Room, Maple Room

Booth registration fee includes: Banquet tables, access to an electrical outlet, two chairs.

TABLE COVERINGS ARE NOT PROVIDED

As always, Pipestem State Park will try to accommodate any special needs. Please complete the following arrangements for your booth. We cannot promise to take care of special requests if you wait until the day of setup to inform us of your needs, so please do so now. List how many of each item you will need.

***IMPORTANT: YOU MUST PROVIDE YOUR OWN TABLE COVERINGS**

_____ 6' BY 18" TABLES

_____ 8' BY 30" TABLES

_____ RISERS AND CANS

_____ CLIP ON ALUMINUM SPOTLIGHTS

_____ OTHER REQUESTS – Please specify

Show Hours:

February 8 **SETUPS CAN BEGIN AT 1:00PM BUT NOT BEFORE**

February 9 9:00am until 5PM

February 10 9:00am until 5PM

February 11 9:00am until noon

Lodging:

Lodge rooms may be reserved by calling 1-800-CALL-WVA or 304-466-1800 exts. 353, 354 or 355. Cabins are also available, call for more information.

| | |
|---|----------|
| McKeever Lodge Rooms: Single or Double: | \$66.08 |
| 1 room suites | \$82.88 |
| 3 room suites | \$99.68 |
| Executive suite | \$126.56 |

*prices include taxes

For additional information, please contact Sue Newton or Ruth Ann Hatcher at 800-CALL-WVA OR 304-466-1800 exts. 451 or 356.

ANNUAL STATE PARK GIFT SHOW
FEBRUARY 9, 2009 thru FEBRUARY 11, 2009

PAWV
Vendor

RULES AND REGULATIONS
PIPESTEM RESORT STATE PARK GIFT SHOW
FEBRUARY 8-11, 2009

ALL VENDORS MUST COMPLY WITH THE FOLLOWING

1. Applications must be received by **December 15, 2008**. The application must be properly completed and all checks for the proper amounts enclosed to be given preference in booth assignments. Pipestem State Park has a limited number of booths available.
2. Pipestem Resort State Park reserves the right to deny any application. A completed application does not guarantee acceptance.
3. All merchandise must be shipped or delivered by the vendor
4. ALL SHIPMENTS MUST BE LABELED “**ATTN: GIFT SHOW, CONFERENCE CENTER, PIPESTEM RESORT STATE PARK, ROUTE 20, PIPESTEM, WV. RETURN ADDRESS MUST BE COMPLETE WITH CONTACT NAME, COMPANY NAME AND FULL ADDRESS.** BOOTH SPACE SETUP MAY START AT 1PM ON SUNDAY, FEBRUARY 8, 2009 WITH NO EXCEPTIONS. **PIPESTEM WILL NOT ACCEPT ANY GIFT SHOW MERCHANDISE BEFORE FRIDAY, FEBRUARY 6, 2009.** Please note: you are not required to ship merchandise prior to the show.
5. Two (2) companies may share one (1) display booth. Each company will be responsible for one half of the booth fee. Each company will be charged the full registration fee.
6. Displays will be allowed in designated areas only.
7. Park officials reserve the right to prohibit an exhibit, or that in their judgment may detract from the show or infringe upon other exhibits. If in doubt, submit a detailed proposal of the exhibit to Pipestem State Park prior to the show.
8. Exhibitors are solely responsible for exhibit insurance and cost of insurance
9. Pipestem State Park provides for the sale and distribution of all food and beverages at the park through its food service concessionaire. The distribution of free food samples must be approved prior to the gift show.

ANNUAL STATE PARK GIFT SHOW
FEBRUARY 9, 2009 thru FEBRUARY 11, 2009

PAWV
Vendor

10. All materials and equipment rented or furnished by Pipestem State Park remains the property of Pipestem State Park.
11. Evening appointments are permitted.
12. Vendor's representatives and buyers must wear ID cards as provided.
13. Pipestem State Park does not accept responsibility for the loss or damage of any items at the Gift Show.
14. Vendor representatives are committed to the entire show. Any vendor that disassembles and/or leaves early forfeits any preference for future shows.
15. Carry out items may be sold on the last day of the show only.
16. Cancellation Policy: Registration fees are non-refundable. Booth reservations are refundable if the request is received by Pipestem State Park no later than **January 3, 2009**.
17. Pipestem State Park reserves the right to implement or change rules and regulations at any time as deemed necessary by park officials.
18. Pipestem State Park will not permit anything to be taped or nailed to any walls, windows and/or hung from any ceilings.

I have read all the rules and regulations of Pipestem State Park's Gift Show on the preceding pages and agree to abide by them. I understand that I am bound to abide by all of Pipestem State Park's regulations while a guest of the park attending the Gift Show. My signature below shows the acceptance of these terms.

DATE

COMPANY REPRESENTATIVE