

TIKI KON

The Pacific NW's
Polynesian-Pop
Extravaganza

Announcing

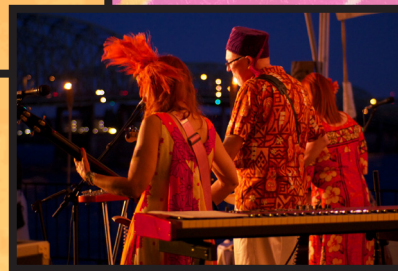
TIKI KON AIR FLIGHT #13

A tribute to the Jet Age and
exotic travel destinations

Taking off July 10-12, 2015
Red Lion at the Quay
Vancouver, WA / Portland, OR



Vendor Kit &
Application



Vending at Tiki Kon

A great opportunity to promote your work,
drive sales and interact with customers!

Tiki Kon vending offers small artists and businesses a relaxing and intimate environment to sell their best products, and a fun shopping experience for our guests. But it's about more than just making sales. It's an exciting single-day vending event that provides a great venue for meeting your customers in person, enhancing your image, and introducing yourself to a new audience!

Tiki Kon vending is open Saturday only, from 10:00 am to 5:00 pm, yet many of our past vendors report making comparable sales to an entire weekend selling at other events. Since we've compressed a weekend's worth of vending/shopping into one day, our guests and vendors are free to relax and enjoy the rest of Tiki Kon while still capturing as much revenue as if they'd worked all weekend.

We seek unique, high-quality artists and products that fit our themes of tiki culture, tropical climates, nautical and airline ephemera, and vintage fashion & design. Space is limited, so vendor selection is based on order received, uniqueness, high standards of product quality and tiki culture relevance.

Each year we strive to increase our reach with expanded marketing and more social media integration, and Tiki Kon grows larger, with a bigger media impact, every year. We're open to creative ideas for attracting customers to your booth. If you don't already have a Washington State business license, we can help with state and local business licensing and collecting sales tax.

We want you to have a fun and profitable experience working with us, and for our guests to have fun shopping with you! Please feel free to drop us a line if you have any questions or special requests at VENDORS@TIKIKON.COM.



Come Aboard!

The primary theme of Tiki Kon is “tiki” of course, but that means different things to different people. We see it as an appreciation for exotic tropical destinations and the art, music and fashion they inspire. But it also extends into nautical ephemera, classic cars, vintage housewares and fashion, lounge culture, and more. For 2015, our TIKI KON AIR theme celebrates the Jet Age of air travel and extends into aeronautical and airline memorabilia. We will consider any non-food vendor application, but priority is given to original arts and crafts, small batch artisan products, and independent business owners.

Island Marketplace Saturday, July 11, 10:00 AM - 5:00 PM

The Island Marketplace is held in the hotel ballroom and is free and open to the public. The room is open and well-lit, with power and free wi-fi, and a stunning full-length picture window view of the Columbia River. Adjacent to the vending area, shoppers will find the Tiki Kon Lounge, serving tropical cocktails, beer and wine, allowing customers to “sip and shop.” In addition to the ballroom, we are also expanding vending into other areas of the hotel.

Mobile Vending Friday Night, Saturday Day + Night

If your product is easily carried, such as jewelry, clothing, or small trinkets, you can register for mobile vending. This option allows you to work the crowd and sell your product during all Saturday events. We ask that mobile vendors be tasteful in their presentation.

Room Vending Friday Night, Saturday Day + Night

The outdoor venue for the Friday & Saturday shows is ringed by 19 premium hotel rooms, with windows and doors that open directly onto the action! These rooms are in a prime location and will be highly sought after. They provide an excellent opportunity for vending during performances.

If you wish to be a room vendor, you must let us know before these rooms sell out. We are holding a limited number, so sign up early! Registered room vendors may place signage outside their rooms and in the Marketplace, and actively solicit business throughout the day.

Booster Options for Vendors

Boost your presence and sales at Tiki Kon with these marketing options. Please see the Vendor Application for pricing.

- Quarter or half page ad in the event program
- Multiple social media shout-outs and promotion of your business
- Banner space around the Tiki Kon main stage



VENDOR PERKS

Based on availability and level of participation

- Website and event program listings
- Social media shout out
- Inclusion of promotional materials in VIP gift bags
- Event admission



Vendor Guidelines

Our goal is to give you the best possible vending experience and present our guests with a fun, inviting shopping experience

Important Dates

Application Deadline	May 1, 2015
Application Notification	May 15, 2015
Fee Payment Deadline	June 1, 2015
Vending Day	July 11, 2015

Application & Approval

Space is limited, so apply early! Approval and space assignments are made by a panel of Tiki Kon organizers. Our criteria include relevance to the event themes, quality, uniqueness, presentation, vendor history, and limited duplication.

We'll contact you with payment instructions as soon as your application is approved. If payment is not received by the deadline, we reserve the right to release your reserved space to the next vendor in the waiting list. Vendor fees are non-refundable.

Arrival

When you arrive, please check in with the on-site Vendor Coordinator in the Red Lion ballroom, as there may be last minute loading instructions. The timing of many aspects of our event is finely tuned. We ask that you observe load in/out times and consider the ease and speed of your booth set-up and break-down. If you have a large vehicle or trailer to maneuver, please plan to arrive early.

Space Specifications

Booth spaces will be measured and marked prior to your arrival on Saturday morning. Displays, equipment or products must fit within the space provided in order to keep walkways clear and respect the other participants.

Safety & Security

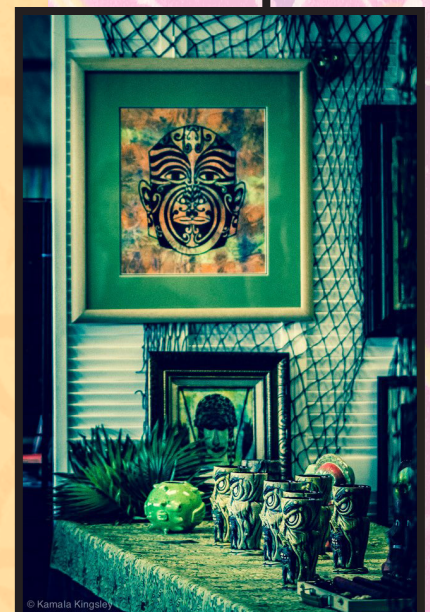
Improper and/or inadequate booth stabilization may result in loss of merchandise and create potentially unsafe conditions. The event and/or hotel staff reserves the right to ask any vendor to make immediate necessary adjustments. Please report any unsafe, disruptive or suspicious behavior to event staff immediately!

Services

Vendors are requested to remain open for business for the full duration of vending hours. Break-down of booths should not begin until the Island Marketplace is closed.

Tables, chairs and electricity for booths and tables will be provided upon request, but vendors must bring their own extension cords, lighting, etc., for use inside the booths. Please indicate your needs on the application form.

Vendors are responsible for cleaning their area of trash, leftovers and waste.



Vending in Washington State

Although we like to think of ourselves as a Portland-based event, we are hosted by the Red Lion at the Quay, in Vancouver, Washington, right across the bridge from Portland.

Washington State requires out-of-state vendors to apply for a temporary business license and collect tax on all sales made in the state. Most likely the only fee or tax you will need to pay as a small business is sales tax. We've provided the steps and the links below to make it easy! These URLs are case-sensitive, so click them or copy them exactly.

#1 - Before the Event

First, apply for your temporary Washington State business registration. You can file online or by phone. You will receive a UBI tax number, which you will need for the next step. The state will also send you a tax return form.

Temporary Business Registration

<http://1.usa.gov/YbLbWR> or call 1-800-647-7706

Next, register with the City of Vancouver. Businesses that do less than \$12,000 of business within city limits do not need a business license but must apply for an exemption at least 14 days prior to the event. Use the "Determination of Exemption Checklist."

Vancouver Business Licensing

<http://bit.ly/160M1yP> or call 1-360-487-8410 ext 3

#2 - At the Event

The simplest approach to collecting sales tax is to include it in your prices and adjust accordingly. Calculating tax to the penny is really not worth the effort in this environment. If you follow this approach, you must inform your customer that WA state sales tax is included. Use the link below to find out the current tax rates for Vancouver:

Tax Rate Lookup Tool

<http://1.usa.gov/YqZV7b>

#3 - After the Event

Finally, file your taxes with the state. You should have received a blank return when you filed for your Washington temporary business registration, with instructions how to file, or you can download a new one or file online.

Excise Tax Return Forms

<http://1.usa.gov/WsOfFp>

A Word About Room Vending

This option is available to guests staying in River Deck rooms, which open onto our Saturday party space. Please contact us to reserve one of these rooms. We are holding some for vendors.

Registered room vendors may advertise, use signage outside their rooms, and actively solicit business from guests. On-site advertising materials must be tasteful, suitable and cause no damage to structures or surfaces.

You may serve refreshments in your room, but the hotel doesn't allow outside alcohol in the common areas. All cocktails served in your private guest room must be consumed in the room. Cocktails from guest rooms may not be taken out. This is to protect the hotel's liquor license and comply with state law.

Due to the liquor restrictions, we ask that room vendors provide an additional help to monitor the door when serving alcohol.



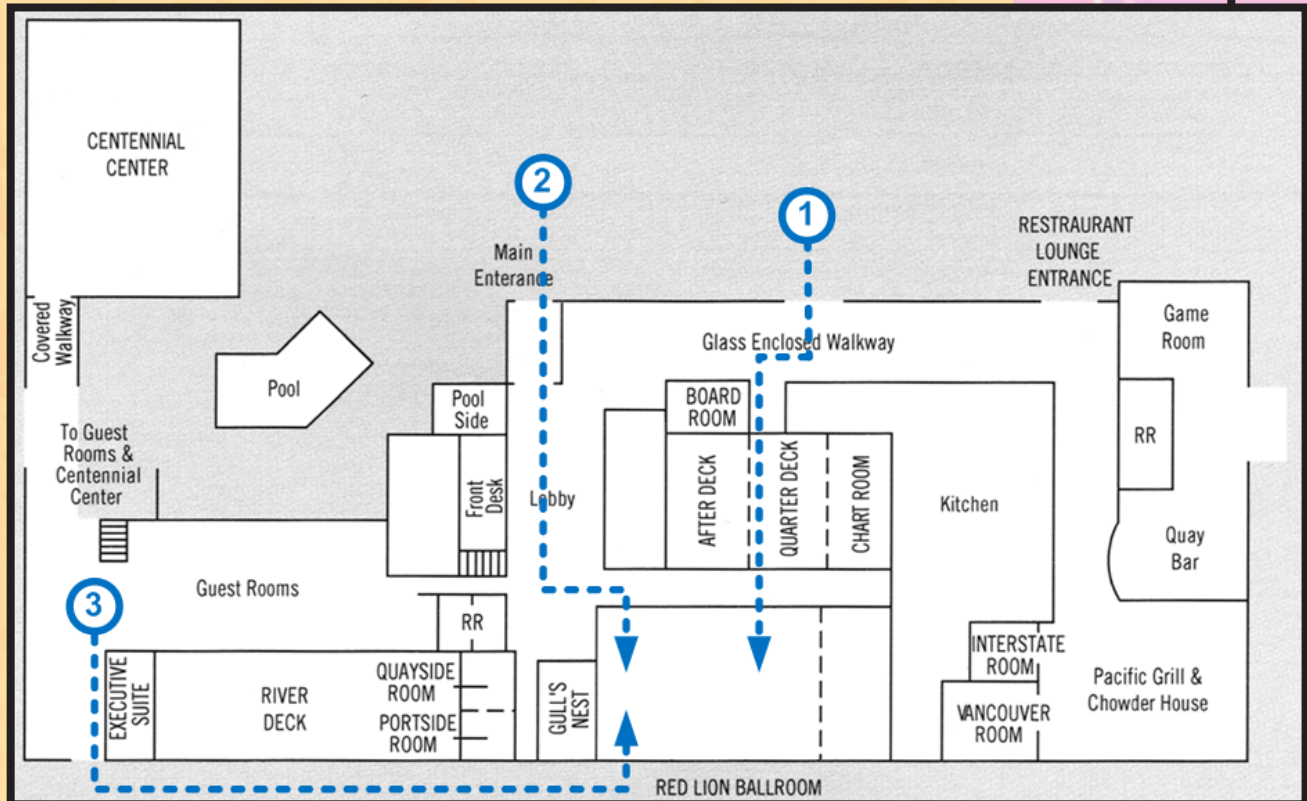
Day of Show

Our on-site vending coordinators will be on hand to ensure your load-in and load-out goes smoothly

Load In/Out Directions for Booth Vendors

Please check in with the Vendor Coordinators in the Red Lion Ballroom when you arrive, and be set up and ready for operation by 9:30 to ensure a prompt opening of our Island Marketplace.

Load-In Time	8:00 AM - 9:30 AM
Load-Out Time	5:00 PM - 6:30 PM



The primary load-in route (#1) starts in the front parking lot, through a service entrance, through the Quarter Deck room, and into the Red Lion ballroom. Route #2 through the lobby may also be used. Vendors staying at the hotel may also enter using route #3 from the guest rooms, across the River Deck and into the ballroom through the outer door.

Please load out using the same routes used for load in. Since the ballroom may be used to hold the Saturday night main stage in the event of inclement weather, we request that all vendors break down their booths and load out promptly.

This information is subject to change. Additional instructions will be provided as needed.

Hotel address:
Red Lion at the Quay, 100 Columbia Street, Vancouver, WA 98660
[View in Google Maps]



TIKI KON 2015 Vendor Application

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Please complete and return this form, or use our online application: <http://goo.gl/forms/jtLkZvRU20>

Once we've approved your application, we'll provide a link for online payment of your vendor fees via PayPal or make alternate payment arrangements. To speed up approval, send product and booth design photos to vendors@tikikon.com.

Sandy Bottom Productions
10333 NE Russell Ct
Portland, OR 97220

vendors@tikikon.com
1-503-985-TIKI

Your Name _____

Company _____

Address _____

Phone _____

Mobile _____

Email _____

Website URL _____

Describe the product(s) you wish to vend at Tiki Kon:

Do you need electricity? ☐ Yes ☐ No

Do you need a table & chairs? ☐ Table ☐ Chairs, qty _____

Select Your Vending Options:

	12x12 booth \$125	10x10 booth \$100	6x10 table \$75	Mobile vending \$75	Room vending \$75	Booster option +\$45	Booster option +\$95
Booth/table in vendor marketplace	X	X	X				
Program credit/listing	X	X	X	X	X		
Program print ad						1/4 pg	1/2 pg
Website credit/listing	X	X	X	X	X		
Banner in main stage area							X
Social media shout outs	2	1	1	1	1	+2	+4
Product/media in VIP gift bag	X	X	X	X	X		
Fri or Sat Night Show Ticket	2	1	1	1	1		

SELECT:

☐☐☐☐☐☐☐

TIKI KON 2015 Vendor Application

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Please complete and sign this page and return it with your application form, or bring the signed form with you on the day of the event. We must have a signed copy of this agreement before you may open for business at Tiki Kon.

Hold Harmless Agreement

This HOLD HARMLESS AGREEMENT is entered into by and between Sandy Bottom Productions LLC, and

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[vendor name]

hereafter referred to as "Vendor."

In consideration for being permitted to participate at the 2015 Tiki Kon event as a product vendor or exhibitor, vendor agrees to indemnify, save and hold harmless Sandy Bottom Productions LLC, the 2015 Tiki Kon event organizers and principals, and the Red Lion at the Quay hotel and its holding company, from any and all claims which may occur to vendor or vendor's property from any cause whatsoever, or any and all claims from a person(s) purchasing or evaluating vendor's goods or services.

Vendor Agreement

By signing below, vendor attests that all information is correct to the best of his/her knowledge. Vendor agrees to comply with and accept the instructions provided in the Tiki Kon 2015 Vendor Kit (<http://www.tikikon.com/vend>), instructions provided by event staff prior to and during the event, and such other rules or operating procedures as Sandy Bottom Productions LLC or event staff may reasonably require for the orderly and timely conduct and dismantling of the event. Vendor also agrees to comply with hotel policies, local and state laws, and the above Hold Harmless Agreement.

Sandy Bottom Productions LLC shall have full power in the interpretation and enforcement of all rules and regulations contained in the 2015 Vendor Kit, and the power to make such reasonable amendments thereto and such further rules and regulations as it shall consider necessary for the proper conduct of the Tiki Kon 2015 event, provided same does not materially alter or diminish the contractual rights of Exhibitor.

Applications will be considered in the order that they are received but will also be judged based on history with Tiki Kon, appropriateness to the event theme, quality of product, and variety between vendors. Approval of incomplete or incorrect applications may be delayed and may cause the vendor to lose his/her spot.

Upon approval, vendor will be sent an invoice for vendor fees which must be paid by the payment deadline outlined in the 2015 Vendor Kit. If the vendor fails to pay the vendor fees by the stated deadline, the vendor's application will be forfeit and the vending spot offered to an alternate applicant. Vendor fees are non-refundable.

Signed:

Name

Date