

SANTA BARBARA INTERNATIONAL ORCHID SHOW

P.O. BOX 1223, CARPINTERIA, CA 93014-1223 ~ INFO@SBORCHIDSHOW.COM

2019 VENDOR RULES

Show Location: **Earl Warren Showgrounds at Las Positas and Highway 101**
3400 Calle Real, Santa Barbara, CA 93105

Plant Exhibit Set-up: Tuesday, March 12, 2019 10:00 AM – 6:00 PM
Wednesday, March 13, 2019 8:00 AM – 9:00 PM (*doors locked at 9PM*)
Thursday, March 14, 2019 7:00 AM – 8:00 AM

Vendor Set-up: Wednesday, March 13, 2019 8:00 AM – 9:00 PM (*doors locked at 9PM*)
Thursday, March 14, 2019 8:00 AM – 8:00 PM
Friday, March 15, 2019 7:00 AM – 9:00 AM

Show Hours: Friday – Sunday, March 15 – 17, 2019 9:00 AM – 5:00 PM

Plant Exhibit Take Down: Sunday, March 17, 2019 ~5:15 PM – 8:00 PM
Exhibit hall closed to everyone but show staff from 5:00 PM to 5:15 PM
Exhibitors must wear exhibitor ribbons during take-down

Vendor Take Down: Sunday, March 17, 2019 5:30 PM – 8:00 PM

BOOTH:

- Each vendor booth is 9' x 10'. A booth includes three tables (two 6' x 30" and one 8' x 30"), two chairs and three table coverings. Additional supplies from the Show are billed at cost.
- Final assignment of vendor spaces is at discretion of Show Management and subject to approval by Show Board. Every effort is made to accommodate returning vendors and vendors supplying early payment, but booth location cannot be guaranteed.
- An electrical outlet is included as part of the booth fee.
- Vendor booth must be staffed during the Show open hours from 9 AM to 5 PM, Friday through Sunday. Vendors should bring sufficient stock for sales all three days of the Show.
- During Show open hours, all doorways and aisles must be kept clear of boxes, plants, carts, etc.
- After the Show, Vendor must leave booth space clear of trash and debris. Show will provide a large trash receptacle outside the vendor hall. Please flatten all cartons.
- Each vendor is responsible for the condition of walls and carpet in their booth area. Any damage (i.e., water, bark or food stains) will be billed to the vendor.
- Vendor booth space cannot be sold by anyone other than Show Management.

SANTA BARBARA INTERNATIONAL ORCHID SHOW

P.O. BOX 1223, CARPINTERIA, CA 93014-1223 ~ INFO@SBORCHIDSHOW.COM

2019 VENDOR RULES page 2

SELLER'S PERMIT:

A copy of your current and valid Seller's Permit issued by the California State Board of Equalization (BOE) must be displayed at your vendor booth. A BOE-401-D form (attached) is required with your application.

For further information, see the California State Board of Equalization website at www.boe.ca.gov/info/reg.htm. The BOE also may be reached Monday through Friday from 8 AM TO 5 PM Pacific Time at 1-800-400-7115 (toll free in the US) or 1-916-445-6362 (outside the US).

PLANT SALES:

- Vendors selling orchids or other plants **MUST** install a display in the Exhibit Hall on the Wednesday prior to the Show. Displays by vendors with two or more booths must be at least 100 sq. ft.
- Exhibitors and vendors must follow **CA Agricultural Commissioner requirements**. All plant material must be free from pests and diseases.
- Owners of imported plant materials must be prepared to provide copies of **phytosanitary** and **CITES** documents on demand. Any violations of CITES regulations will result in the vendor being prohibited from participating in the current and future Santa Barbara International Orchid Show.
- All plants must be **nursery grown** and not obviously collected from the wild. If bare root plants are sold, a culture sheet for the genus should be provided by the vendor.
- All plants must be **properly labeled**. Seller contact information must be available to purchasers either on the plant label, receipt or a business card.
- Per SBIOS policy, colored dot stickers, supplied by the Show, must be fixed on each plant that is sold. Dots will be checked by security at the sales area exits.
- The sales price of all plants and materials must be clearly marked. All sales are final between the seller and buyer. Santa Barbara International Orchid Show accepts NO responsibility for these transactions.
- Sales materials, flyers, lists, etc., may be distributed in the vendor area, but are NOT allowed in the exhibit area or parking lot.
- The Santa Barbara International Orchid Show accepts no liability for shipments shipped directly to the Show. Large shippers **MUST** notify the Show Management to make arrangements for safe delivery.
- No helium tanks or aerosol sprays are allowed inside the building.
- All displays are entered automatically in ribbon judging. Exhibitors are responsible for AOS or CSA judging award fees. Exhibitors declining AOS or CSA judging must display a "Do Not Judge" sign. There is no fee for ribbon judging.