

# 74<sup>TH</sup> SANTA BARBARA INTERNATIONAL ORCHID SHOW

# Orchid Magic

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

September 5, 2018

To: Show Exhibitors and Vendors

From: Santa Barbara International Orchid Show, Wayne Ferrell, President

Re: 74<sup>th</sup> Santa Barbara International Orchid Show, March 15-17, 2019

We invite you to submit an application to participate in the 74<sup>th</sup> Santa Barbara International Orchid Show. The Santa Barbara International Orchid Show is one of the largest in the country, attracting local, regional and international visitors. The Show includes floral exhibits, a sales area, orchid art, floral arrangements, and educational demonstrations.

VENDOR APPLICATIONS — submit online at [www.sborchidshow.com](http://www.sborchidshow.com) by Friday, November 16, 2018. Acceptance of applications and assignment of sales booths is at the discretion of the SBIOS Board of Directors. All applications must include a valid California Sales and Use Tax Permit (“Seller’s Permit” or “Resale Number”), a completed BOE-401-D (included below) and a signed copy of the Waiver of Liability (see attached form below). Participants are required to maintain appropriate insurance and provide a Certificate of Insurance with their application.

EXHIBITOR-ONLY APPLICATIONS — submit online at [www.sborchidshow.com](http://www.sborchidshow.com) by January 30, 2019. Acceptance of applications and assignment of display locations is at the discretion of the SBIOS Board of Directors. All applications must include a signed copy of the Waiver of Liability (see attached form below) and a Certificate of Insurance.

All plant vendors MUST install an exhibit display. Displays are evaluated by the SBIOS Board and must meet the standards expected by the Santa Barbara International Orchid Show. The Show arranges for ribbon, American Orchid Society and Cymbidium Society of America judging, held this year on March 14, 2019. All exhibit installation must be completed by 9 PM on March 13, 2019. **ALL ORCHID PLANTS MUST BE PROPERLY LABELED AND UNDYED.** The 2019 Exhibitor’s Guide will be available online prior to the Show.

AOS, CSA AND RIBBON JUDGING — Exhibitors are responsible for AOS and CSA judging fees or must exhibit a “Do Not Judge” sign to decline AOS and CSA judging. There is no cost for ribbon judging.

Advertise in the full-color 2019 Show Program, distributed to all show attendees! Contact the show at [info@sborchidshow.com](mailto:info@sborchidshow.com) for information on ad sizes and fees. Final deadline for ad space is Friday, January 11, 2019.

We anticipate another world class Show and look forward to your participation.

President: Wayne Ferrell Vice President: John Ernest

Treasurer: Don Burkey

Directors: Joal Clayton, Jr., Michael DeRousse, Gary Gallup, Parry Gripp, Paul Gripp, George Hatfield, Lauris Rose, John Rowe, Jim Sloniker

Show Manager: Nancy Chapman Melekian

# SANTA BARBARA INTERNATIONAL ORCHID SHOW

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

## 2019 VENDOR APPLICATION

Company Name \_\_\_\_\_

CA Resale Number (required) \_\_\_\_\_

Website \_\_\_\_\_

Contact Name \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

City/State/Zip \_\_\_\_\_ Cell phone \_\_\_\_\_

### VENDOR BOOTH FEES

- **\$1100 per booth**
- Vendor booths are 9' x 10'. Plant vendors are required to install a display exhibit. Vendors purchasing two or more booths must install a display of 100 square feet or larger.
- **Payment in full is required by Tuesday, January 15, 2019 with a non-refundable \$300 deposit per booth due Friday, November 16, 2018.** Vendor booth fees are non-refundable.
- Send checks to the Show P.O. Box above or pay conveniently by credit card on our website.

Number of booths: \_\_\_\_\_ (x \$300 deposit per booth) Total Deposit: \$ \_\_\_\_\_

Vendor booth location request (*See enclosed vendor map*). Booth space fills quickly; early registrants receive better consideration

1<sup>st</sup> Choice \_\_\_\_\_ 2<sup>nd</sup> Choice \_\_\_\_\_ 3<sup>rd</sup> Choice \_\_\_\_\_

Number of Staff Exhibitor Ribbons Requested \_\_\_\_\_ Number of Staff Parking Passes Requested \_\_\_\_\_

**Certificate of Insurance Enclosed**

**BOE-401-D form Enclosed**

**Signed Liability Waiver Enclosed**

I/We have read the attached Exhibitor and Vendor rules and the agricultural commissioner regulations and standards, and agree to abide by them.

I/We agree to abide by all CITES regulations. Any violations may result in the vendor being prohibited from participating in the current and future Santa Barbara International Orchid Shows.

Signature \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

# 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

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## 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](http://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.

**SWAP MEETS, FLEA MARKETS, OR  
SPECIAL EVENTS CERTIFICATION**

People who sell merchandise in California are generally required to hold a seller's permit.

You **may not** sell at this event unless you have a seller's permit or are not required to hold a permit. You are required to have a permit if you are selling, even temporarily, new or handcrafted items or used items you purchased for the purpose of reselling to others. You are not required to hold a permit if you are only making "occasional" sales, selling products that are not taxable when sold at retail, or selling on behalf of a section 6015 retailer.

You may electronically register for seller's permit at no cost to you by visiting our website at *www.boe.ca.gov*. To find a Board of Equalization (BOE) office near you, call our Customer Service Center at 1-800-400-7115 (TTY:711) or visit our website. If you obtain a temporary seller's permit, the business address on your temporary permit should be the address of the temporary selling location and the mailing address should be your permanent place of business or residence.

**Occasional and Nontaxable Sales**—Occasional sellers are usually people who are not required to hold a seller's permit because they will not be making a series of qualifying sales. A person who has cleared their garage of used items *accumulated for their own use* and who sells *only* those items would usually qualify as an occasional seller, provided they make sales no more than twice in a 12-month period. Some sellers who make only nontaxable sales are also not required to hold seller's permits. Examples include sellers of fresh produce or other cold food products sold "to go." Please note, however, some food sales are taxable, including sales of food for consumption in places where admission is charged.

**Section 6015 Retailers**—Revenue and Taxation Code section 6015 relieves certain individuals of the requirement to obtain a seller's permit when: (1) the product supplier is a BOE approved section 6015 retailer, (2) the product supplier reports and pays tax on the actual "retail selling price," (3) the individual is selling only those items purchased from the section 6015 retailer, and (4) the individual provides the name of the product supplier. Typical section 6015 retailers include multi-level marketing retailers that solicit sales through a network of individual salespeople/representatives (for example, Avon, Tupperware).

**Verification of a seller's status is required by law. Please complete all four sections of this form. Please print.**

**1. EVENT INFORMATION**

EVENT NAME AND PLACE

74<sup>th</sup> Santa Barbara International Orchid Show, Earl Warren Showgrounds

EVENT DATE(S)

March 15-17, 2019

TABLE/BOOTH/LOCATION ID#

TBD

**2. VENDOR/EXHIBITOR INFORMATION**

OWNER'S NAME

MAILING ADDRESS (*street number or P.O. box*)(*city, state and zip code*)

TELEPHONE NUMBER

(       )

DRIVER LICENSE NUMBER OR STATE ID NUMBER AND STATE

TYPE OF BUSINESS, DESCRIPTION OF ITEMS TO BE SOLD/DISPLAYED

**3. STATUS**—*Check appropriate boxes, and provide requested information*

- I hold a valid seller's permit. My number is: \_\_\_\_\_
- No sales of tangible personal property are being made or solicited at this event.
- I am not required to hold a seller's permit because:
- My retail product sales are not subject to tax       My sales are exempt occasional sales
- I sell on behalf of a section 6015 retailer \_\_\_\_\_

**4. CERTIFICATION**—*Partners/additional sellers, complete a separate copy of this form*

*The above statements are certified to be correct to the best knowledge and belief of the undersigned.*

NAME (*typed or printed*)

TITLE

SIGNATURE

DATE

## Privacy Notice

***This is not a request for you to provide information. This is an informational notice according to the requirements of the Information Practices Act (Civil Code §1798.17). No action is required.***

We ask you for information so that the BOE can administer the state's tax and fee laws. The BOE will use the information to determine whether you are paying the correct amount of tax and to collect any amounts you owe. You must provide all information requested, including your social security number (used for identification purposes [see Title 42 U.S. Code sec.405(c)(2)(C)(i)]). A list of authorized agencies, among others, who the BOE may disclose information to, and a complete list of the California Revenue and Taxation Codes is available on our website at [www.boe.ca.gov/pdf/boe324gen.pdf](http://www.boe.ca.gov/pdf/boe324gen.pdf), then scroll to the second page.

### **What happens if I don't provide the information?**

If your registration information is incomplete, the BOE may not issue your permit, certificate, or license. If you do not file complete returns, you may have to pay penalties and interest. Penalties may also apply if you do not provide other information the BOE requests or that is required by law, or if you provide fraudulent information. In some cases, you may be subject to criminal prosecution.

In addition, if you do not provide the requested information to support your exemptions, credits, exclusions, or adjustments, they may not be allowed. You may owe more tax or fees or receive a smaller refund.

### **Can anyone else see my information?**

Your records are covered by state laws that protect your privacy. However, the BOE may share information regarding your account with specific state, local, and federal government agencies. The BOE may also share specific information with companies authorized to represent local governments.

Under some circumstances, the BOE may release the information printed on your permit, certificate, or license, such as account start and closeout dates, and names of business owners or partners, to the public. When you sell a business, the BOE may give the buyer or other involved parties information regarding your outstanding tax liability.

With your written permission, the BOE can release information regarding your account to anyone you designate.

### **Can I review my records?**

Yes. Requests should be made in writing to your closest BOE office. A complete listing of BOE locations can be found at [www.boe.ca.gov](http://www.boe.ca.gov). Additional information regarding your records can be found in publication 58-A, *How to Inspect and Correct Your Records*. For a copy of this publication, go to [www.boe.ca.gov](http://www.boe.ca.gov) or call the Customer Service Center at 1-800-400-7115 (TTY:711), Monday through Friday, 8:00 a.m. to 5:00 p.m. (Pacific time), except state holidays. If you need more information, you may contact the BOE's Disclosure Officer at 1-916-445-2918 or by writing:

Disclosure Officer, MIC:82  
State Board of Equalization  
PO Box 942879  
Sacramento, CA 94279-0082

### **Who is responsible for maintaining my records?**

The officials listed below are responsible for maintaining your records.

#### **Sales and Use Tax Department**

Board of Equalization  
Deputy Director, SUTD, MIC:43  
PO Box 942879  
Sacramento, CA 94279-0043  
1-916-445-1441

#### **Property and Special Taxes Department**

Board of Equalization  
Deputy Director, PSTD, MIC:63  
PO Box 942879  
Sacramento, CA 94279-0063  
1-916-445-1516



# Special Notice

## STATE BOARD OF EQUALIZATION

450 N STREET  
SACRAMENTO, CA 95814

### BOARD MEMBERS

SEN. GEORGE RUNNER (Ret.)  
First District  
Lancaster

FIONA MA, CPA  
Second District  
San Francisco

JEROME E. HORTON  
Third District  
Los Angeles County

DIANE L. HARKEY  
Fourth District  
Orange County

BETTY T. YEE  
State Controller

EXECUTIVE DIRECTOR  
CYNTHIA BRIDGES

BOE WEBSITE AND  
BOARD MEMBER CONTACT  
INFORMATION  
[www.boe.ca.gov](http://www.boe.ca.gov)

TAXPAYER INFORMATION  
SECTION  
800-400-7115  
TTY:711



## Changes to Permit Requirements for Selling at Temporary Locations

The Board of Equalization (BOE) is now requiring business owners (taxpayers) who hold a seller's permit for a permanent place of business **and** who also make sales at temporary locations, such as swap meets, flea markets, trade or specialty shows, fairs, festivals, and similar limited-term events, to register and hold a sub-permit for each selling location.

Registration of these selling locations will ensure the local cities and counties receive the appropriate local and district taxes. Taxpayers will report the sales made at these locations when they file their sales and use tax returns.

### What do I need to do if I make or will make sales at temporary locations?

You need to register for a permit for the temporary location, even if you already hold a seller's permit for a permanent place of business. To register and obtain a sub-permit, you can call our Taxpayer Information Section at 800-400-7115 or your local BOE office and state that you would like to register and obtain a sub-permit for the temporary selling location(s). For a list of BOE offices, visit our website at <http://www.boe.ca.gov/info/phone.htm>. This summer, the BOE will be offering an Internet-based registration called "eReg" that will allow businesses to register for permits and/or licenses online for most of the tax and fee programs administered by BOE. This service will also allow taxpayers who have existing seller's permits to register any future temporary selling locations online.

### What do Operators of Swap Meets, Flea Markets, or Special Events need to do?

Swap meet, flea market, or special event operators are required by state law to document, in writing, the seller's permit status of all people who sell at your event. You may not rent space to sellers unless they have a seller's permit or sub-permit showing the address of the temporary selling location. For more information you can view or download Publication 111, *Operators of Swap Meets, Flea Markets, or Special Events* at <http://www.boe.ca.gov/pdf/pub111.pdf>.

### Do I still complete the BOE-530-B, *Combined 1% State and Local Tax Allocation For Temporary Sales Locations and Certain Auctioneers*?

With this change, the BOE will no longer require the filing of BOE-530-B, *Combined 1% State and Local Tax Allocation For Temporary Sales Locations and Certain Auctioneers*. Taxpayers who currently receive this form will be notified that they will no longer receive paper returns and will now be eligible to efile their tax returns online. Efilings is the fast, easy and convenient method of filing tax returns or reports and paying amounts owed using the Internet.

### What if I no longer make sales at these temporary locations?

You must notify the BOE when any of your business locations (including these selling locations registered under your account) become inactive and no longer make sales. If your seller's permit becomes revoked, a fee of \$100 dollars per active business location plus any outstanding balance of tax, penalty, and interest due, will be required to be paid to reinstate the revoked account.

### For more information

For more information regarding this notice, please contact your local BOE office, or call our Taxpayer Information Section at 800-400-7115 (TTY:711). Staff is available to assist you from 8:00 a.m. to 5:00 p.m. (Pacific time), Monday through Friday, except state holidays.

### **IMPORT REQUIREMENTS FOR ORCHIDS**

The County Agricultural Commissioner's Office must be notified of the arrival of all plant material from outside the state or country, and the plant material must be held for inspection. Plants should be free of injurious insects and diseases.

#### **FROM HAWAII**

All plants must meet the entry requirements of California's Burrowing and Reniform Nematode Quarantine by meeting conditions a, b, or c below.

- a. Invoice/containers stamped with Hawaii Department of Agriculture "Bench grown/Soilfree" certificate.
- b. Invoice/containers stamped with Hawaii Department of Agriculture nematode certificate.
- c. Inspector (county) determines that plants are epiphytic and are grown exclusively in or on soil-free material such as osmunda fiber, tree fern trunk or bark.

#### **FROM FOREIGN COUNTRIES**

All plants must satisfy the entry conditions of the USDA and California Department of Food and Agriculture.

- a. Plant material must be inspected by USDA officials at the US port of entry.
- b. Phytosanitary certificates and import permits may be required.
- c. Shipper must provide valid CITES (Convention on International Trade of Endangered Species) certification from the country of origin. Seedling flasks, tissue cultures, seed pods, and cut flowers are generally exempt from this requirement. Note: Because of CITES regulations, there may be restrictions on returning to your origin country with orchids which you brought into the USA. Contact agriculture officials in your own country for more information.
- d. Plants should be bare root (exception: epiphytic plants mounted on approved materials such as tree fern trunks or coconut husks.)

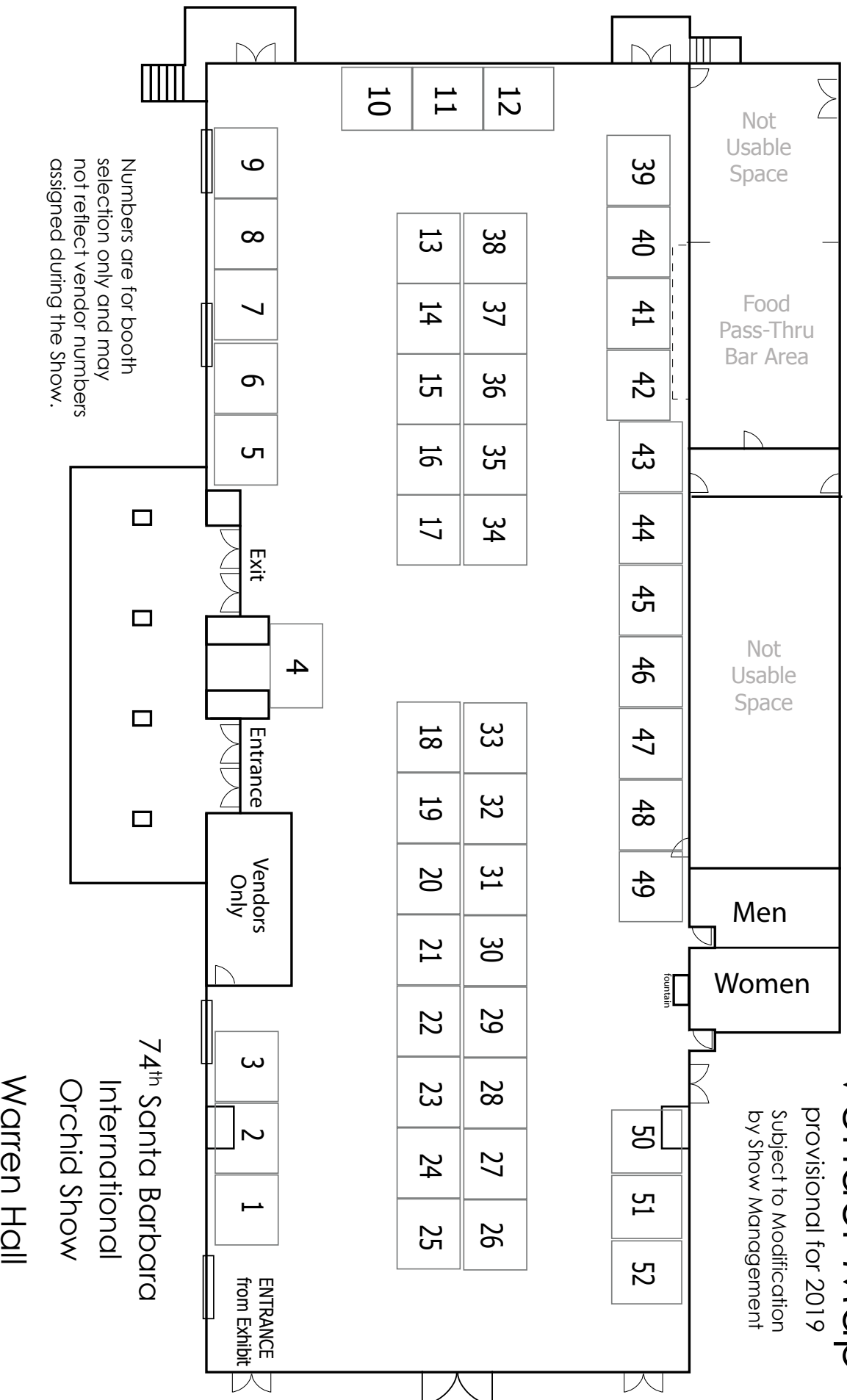
Telephone numbers which may be of assistance to you:

USDA/APHIS/PPQ Inspection Station in Los Angeles – 310.725.1910  
Santa Barbara County Agricultural Commissioner – 805.681.5600



# Vendor Map

provisional for 2019  
 Subject to Modification  
 by Show Management



Numbers are for booth selection only and may not reflect vendor numbers assigned during the Show.

# SANTA BARBARA INTERNATIONAL ORCHID SHOW

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

## 2019 WAIVER OF LIABILITY

I, \_\_\_\_\_, (“Representative”) as authorized representative of \_\_\_\_\_ (“Company/Organization”), acknowledge that our company/organization has voluntarily applied to participate as a vendor and/or exhibitor in the Santa Barbara International Orchid Show.

I, the undersigned, as an authorized representative of the Company/Organization, agree that I and the Company/Organization indemnifies and holds harmless the Santa Barbara International Orchid Show, Inc. and its officers, directors, and employees against any and all claims, liabilities, damages and costs, including attorney’s fees, and against any demands, settlements or judgments arising directly or indirectly from or in connection with our participation in the 74<sup>th</sup> Santa Barbara International Orchid Show and presence at the Earl Warren Showgrounds. Furthermore, I and the Company/Organization hereby waive all claims for any personal or property damage or loss we may sustain as a result of any act, or failure to act, by the Santa Barbara International Orchid Show, Inc., or its officers, directors, or employees or arising directly or indirectly from our participation in this orchid show and exhibition, and we hereby assume all liability for any loss, damage or other liability we may incur from participating in the Show.

\_\_\_\_\_  
Authorized Representative (Please Print)

\_\_\_\_\_  
Company/Organization Name

\_\_\_\_\_  
Authorized Representative Signature

# SANTA BARBARA INTERNATIONAL ORCHID SHOW

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

## 2019 EXHIBITOR APPLICATION

Company Name \_\_\_\_\_

Website \_\_\_\_\_

Contact Name \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

City/State/Zip \_\_\_\_\_ Cell phone \_\_\_\_\_

- I/We are a:  Commercial Grower       Amateur Grower       Group/Society
- I/We would like to have our display entered into competition:  Yes     No
- I/We will install an Educational Exhibit:  Yes     No
- I/We are a foreign exhibitor:  Yes     No

### **DISPLAY SIZE**

- Less than 25 sq ft      8 ft wide by 2.5 ft deep
  - 25 to 100 sq ft      \_\_\_\_\_ ft wide by \_\_\_\_\_ ft deep
  - Over 100 sq ft      \_\_\_\_\_ ft wide by \_\_\_\_\_ ft deep
- Please attach a diagram if display shape is not a rectangle*

**DISPLAY LOCATION REQUEST** (While every effort is made to accommodate exhibitors, it may not be possible to fill all display location requests.)

- Center Island, edging and sand provided
- Perimeter Wall (limited availability); exhibitor must provide backdrop, sand/edging optional

### **PERIMETER WALL DISPLAY SUPPLY REQUEST**

- Tables (perimeter wall only):  one (8' x 2.5' or 20 sq ft)       two (8' x 5' or 40 sq ft)
- Block (exhibitor must place blocks)       Sand (exhibitor must move sand)

### **ALL DISPLAYS**

- Sod; If yes, \_\_\_\_\_% coverage or \_\_\_\_\_sq ft

Special requests: \_\_\_\_\_

**Certificate of Insurance Enclosed**

**Signed Liability Waiver Enclosed**

I/We have read the attached Exhibitor rules and the agricultural commissioner regulations and standards, and agree to abide by them. I/we have read and signed the attached Waiver of Liability.

I/We agree to abide by all CITES regulations. Any violations may result in the vendor being prohibited from participating in the current and future Santa Barbara International Orchid Shows.

Signature \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

# SANTA BARBARA INTERNATIONAL ORCHID SHOW

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## 2019 EXHIBITOR RULES

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

Show Theme: **“Orchid Magic”**

**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

**Plant Registration:** online until 7 PM, Tuesday, March 12, 2019  
at the Show Tuesday, March 12, 2019 and Wednesday,  
March 13, 2019  
registration closes 7:00 PM, Wednesday, March 13, 2019

**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*

### **EXHIBIT RULES:**

- Setup begins at 10:00 AM on Tuesday, March 12, 2019.
- Final assignment of exhibitor spaces is at the discretion of Show Management and subject to approval by the Show Board.
- Foliage plants are not provided for loan or rent by the Show. Exhibitors must provide their own display foliage. Exhibit Hall foliage plants are for the exclusive use of Show.
- Exhibitors **MUST** provide an **OFFICIAL SIGN** for their display with their company/ organization name or logo. The sign shall be placed face down or obscured during judging, but in clear view during Show hours. Name and logo only. No banners or leaflets.
- No flowering plants other than orchids, no dyed orchids, and no artificial plant material may be part of an exhibit. Exhibits must be  $\frac{2}{3}$  orchids.
- All orchids must be properly labelled.
- All tabletop exhibits must have a table skirt, supplied by the Exhibitor, extending to the floor.
- Exhibitors may use water, gravel, wood, bark, sod, sand, soil, etc. in their displays. No plants and materials with offensive odors. Exhibitors must use fireproof materials.

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## 2019 EXHIBITOR RULES page 2

- Plastic pots should be covered to enhance the display. Clay pots must be new, or cleaned.
- Exhibitors are responsible for lighting their display. The Show provides ambient lighting, not individual flood lighting or spotlights.
- Helium tanks, aerosol sprays, or other explosive materials are **NOT** allowed inside the exhibit building.
- Exhibitors may NOT distribute flyers or advertising of any kind in the Exhibit Hall or parking lot.
- Management may exclude or disqualify any display not conforming to Show standards and regulations.
- All exhibits will be reviewed for quality control, based on criteria used for AOS display judging including: General arrangement; quality of flowers; number of plants; and labeling. Exhibitors not meeting these standards will be notified of deficiencies.
- The Santa Barbara International Orchid Show accepts no liability for shipments shipped directly to the Show. Large shippers please notify the Show Management to make arrangements.
- Exhibitors are to restore their display space to its original state (all trash removed) at the end of the Show. Show provides large trash containers outside. Please flatten all cartons, etc.
- **Plants may NOT be removed from an exhibit before 5:15 PM Sunday, March 17, 2019. No exceptions!**
- All plants must be nursery grown and not obviously collected from the wild. Exhibitors will follow Agricultural Commissioner requirements. Importers of plant materials must be prepared to provide phytosanitary and CITES documents upon request. If illegal plants are part of a display or offered for sale, the Show Management will require their immediate removal from the Showgrounds.

### **JUDGING AND PLANT REGISTRATION:**

- To be entered for ribbon, AOS or CSA judging, plants must be registered either online or at the Show. Exhibitors will receive a sticky label for each registered plant. The label must be attached to a leaf or other prominent spot before 8 AM Thursday, March 14, 2019. Ribbon judging is free. Exhibitors are responsible for AOS or CSA award fees. Exhibits not to be AOS or CSA judged must have a DO NOT JUDGE sign.
- Plants may be registered online at [www.sborchidshow.com](http://www.sborchidshow.com). Online registration closes at 7 PM Tuesday, March 12, 2019.
- Plants may be registered at the show until 7 PM Wednesday, March 13, 2019.
- Displays are automatically entered in ribbon judging. You **MUST** notify the Show if your exhibit size changes from your original application.