

ROCKY MOUNTAIN
DANCESPORT
Grand Prix

Booth Registration Form
October 20-22, 2017

Company	Contact
Address	Main Phone
Email	Cell Phone
Booth Contents: What will you be selling or promoting	
Booth Representatives (please list the names of all individuals who will be manning the booth)	
Booth Descriptions: VENDOR AREA 1 (\$450): 8X10, one 6 foot table, table cloth and 2 chairs provided. You may bring additional tables, banners and promo material as long as it fits in your dimensions. Purchase an additional space for \$225 Early bird discount by September 1, 2017 (\$375, additional space \$175) VENDOR AREA 2 (\$350): 8X6, one 6 foot table, table cloth and 2 chairs provided. You may bring additional tables, banners and promo material as long as it fits in your dimensions. Purchase an additional space for \$175 Early bird discount by September 1, 2017 (\$275, additional space \$137.50)	

Booth payment

VENDOR AREA 1: (prior to September 1, 2017)

___ \$375 plus gst

___ Additional space: \$175 plus gst

VENDOR AREA 1: (after September 1, 2017)

___ \$450 plus gst

___ Additional space \$225 plus gst

VENDOR AREA 2: (prior to September 1, 2017)

___ \$275 plus gst

___ Additional space: \$137.50 plus gst

VENDOR AREA 2: (after September 1, 2017)

___ \$350 plus gst

___ Additional space \$175 plus gst

Total: _____

Do you require a plug in? _____ Yes _____ No
 (no power bar/no sound permitted)

Your booth space will be reserved once payment has been received.

I agree to the terms above.

 Print name

 Signature

 Date

Payment Type: ___ Cheque (please make cheques payable to Rocky Mountain Dancesport Grand Prix Inc.)

___ Visa/Mastercard/Amex (information may also be provided over the phone)

Credit Card Number: _____ Expiry Date: _____ CV Number: _____

Name on Card: _____ Signature: _____

Please scan and email signed contract to di@dancesportgrandprix.com

Rocky Mountain Dancesport Grand Prix – (Tentative) Event and Vendor Schedule

	Event Schedule		Vendor Booth Schedule
Friday, October 20, 2017	Vendor Set-up	Friday, October 20: 6-8 a.m.	9:00 a.m. – 9:00 p.m. (Booth Fully Open) *dinner break to be confirmed
	Doors Open	8:00 a.m.	
	Competition	9:00 a.m. – 10:00 p.m.	
	Show and Fiesta Salsa After Party	10:00 p.m. – 2:00 a.m.	
Saturday, October 21, 2017	Doors Open	7:00 a.m.	8:00 a.m. – 10:00 p.m. (Booth Fully Open) *dinner break approx. 5-6:30 p.m.
	Competition	8:00 a.m. – 10:00 p.m.	
	Workshops	12:00 p.m. – 6:00 p.m.	
	Doors open for Cocktails	6:30 p.m.	
	Competition/Show/After Party	7:00 p.m. – 2:00 a.m.	
Sunday, October 22, 2017	Doors Open	8:00 a.m.	9:00 a.m. – 4:00 p.m. (Booth Fully Open)
	Competition	9:00 a.m. – 6:00 p.m.	
	Workshops	12:00 – 6:00 p.m.	
	Vendor Tear-down	6:00 p.m.	

Please leave your booth open and preferably manned for the entire opening hours of the competition. If the booth is not staffed it may be draped to present a professional image to the public. Let us know in advance if you will not be able to meet this requirement. Loading of merchandise will not be allowed during event hours. Loading dock use must be arranged in advance.

Event Location

The event takes place at the Hyatt Regency Calgary located at 700 Centre Street SE. Vendors will set up on the 3rd floor in the foyer outside of the ballroom.

Additional Info/Notes

- Booth locations cannot be reserved. Vendor booth placement is solely at the discretion of the Rocky Mountain Dancesport Grand Prix. Vendors will be directed to their booth location upon arrival.
- Vendors will receive 2 all access standing room passes. Additional passes for staff must be purchased. (\$40/day)
- Cancellations will be accepted up to 3 weeks in advance of the event with a 50% refund.
- Accommodations: Vendors are responsible for booking their own rooms if desired. Please contact the Hyatt directly at (403) 717-1234 and ask for RMDGP room rate of \$164 plus hotel tax and gst (\$184.12)
- Insurance: Vendor is responsible for their own insurance.
- No overnight security will be provided but the floor will be locked down at the close of each evening.
- Due to our computerized judging system, no wifi is available for vendors.
- **Vendors are responsible for their own lighting. Hallway lighting will be turned down in the evenings. On site requests must be discussed with event organizers, not with Hyatt staff. Hallway lighting will be set by Rocky Mountain Dancesport Grand Prix.**

Please contact us at di@dancesportgrandprix.com if you have questions, or call (403) 690-8423. Final confirmation of details will be communicated 1 week prior.

Thank you! We look forward to seeing you.

Diana Lefebvre
Vendor Coordinator