

The 2024 Colorado Guitar Show and Custom Luthier Expo

TERMS, CONDITIONS & RULES FOR PARTICIPATION

1. **DATE & LOCATION:** SUNDAY, March 24th, 2024 at the **Crowne Plaza DIA CONVENTION CENTER** 15500 E 40th Ave, Denver, CO (I-70 at Chambers Road).
2. **VENDOR SPACES:** A single vendor space is comprised of an 8' by 10' (80 sq/ft.) area with one 8' rectangular table, two chairs, and **two** vendor badges. Vendors must keep their entire display within their designated area. Additional vendor badges may be purchased separately.
3. **LOAD-IN/OUT:** Seller load-in will start at 7:00 AM on the day of the event. Before the show opens to the general public, vendors will have 3 hours for setup and to buy/sell/trade among one another. All vendors agree to be fully in place and ready by 10:00 AM and remain in place until the show closes at 4:00 PM and must be off the premises by 5:00 PM. Vendors must provide their own table coverings if desired.
4. **VENDOR REGISTRATION:** *The registration form at <http://guitarshowmagazine.com/coloradoexpo.html> must be completed to initiate your reservation request AND cleared payment of invoice must be received before your vendor registration is "confirmed".*
5. **INVOICES:** Will be **emailed** via **PayPal**. They are due and payable upon receipt and can be paid via credit or debit card. If payment is not received within 10 days, your reservation may be forfeited and the space made available to another vendor. If the desired number of vendor spaces is not available, we will contact you with available options.
6. **CANCELLATION POLICY:** Registration payment is **partially** refundable prior to March 1st, 2024, with a 10% cancellation fee imposed to cover administrative expenses. After March 1st, 2024, refunds are subject to a 50% cancellation charge. **NO REFUNDS AFTER March 15th**. The only exception to this policy would be a total cancellation of the show wherein all vendor payments would be refunded. **A "postponement" of the show date does not constitute a "cancellation". If the event is postponed, your payment will be automatically applied to the new show date. Partial refund dates will be adjusted accordingly.**
7. **SECURITY AND LIABILITY:** All vendors should insure their property against loss or damage. The Colorado Guitar Show & Custom Luthier Expo; Guitar Show and Custom Luthier Magazine; DMEvarts, LLC; Dana Cain Events and the Crowne Plaza Convention Center (hereafter referred to as "the event") will not assume ANY responsibility for theft, damage, accidents or transactions that may occur during the course of the show or during set up or break down. Additionally, as vendors, you agree to indemnify and hold harmless "the event" from same, property damage, or personal injuries. In other words: **YOU** are legally responsible for **YOURSELF; YOUR ENTOURAGE;** and **YOUR STUFF** at all times, including anywhere inside the event center or the parking areas.
8. **TAX COLLECTION:** All vendors offering merchandise for sale are responsible for reporting and paying to the appropriate taxing agencies any and all taxes due.
9. **NOT PERMITTED:** Drugs, smoking of any kind, or any other activity deemed inconsistent with this safe, fun, family-friendly event will not be permitted anywhere on the Crowne Plaza property.
10. **MISC:** "The event" may refuse a vendor reservation for any reason disclosed or undisclosed. Sales or display of illegal, unlicensed, or "bootlegged" goods is expressly prohibited. Since the show is indoors it is a rain or shine event.
11. **PAYMENT OF YOUR INVOICE REPRESENTS AN UNDERSTANDING AND AGREEMENT TO ALL THESE TERMS.**