

Denvention 3

The 66th World Science Fiction Convention: 06 to 10 August 2008

DEALERS' TABLE INFORMATION LETTER

2008 JANUARY 10

Dear Prospective Denvention 3 Dealer:

The World Science Fiction Convention is being held in Denver, Colorado in August 2008. Accompanying this letter is a blank Denvention 3 Dealers' Table Application Form. If you are interested in being considered as a dealer at Denvention 3, please complete the form and return it to us as soon as possible, along with your check in payment of your **deposit** fees. Do NOT return this letter; keep it in your Denvention 3 file. Please note that Denvention 3 is not accepting credit card payments for Dealers' Table fees.

Please Note: The Dealers' Room at Denvention 3 will be a juried room, as were those at all recent Worldcons. This means that a jury will make the final decision about which Dealers are allowed into the room and where they will be located. Those decisions are **final** and are binding on all Dealers who apply to the room. If you cannot abide by this rule, please do not apply. We will have input to the jury, but we will not have the final say. Filing your application in a timely manner is important, as always, but it does NOT guarantee you a place in the room. Notification of initial acceptances or placement on the waiting list should be sent out around 2008 April 30th.

Also Note: We do not yet know if the City of Denver, the Convention Center or the Denvention 3 Committee will have specific exclusionary rules regarding certain classes of merchandise. Past Worldcon restrictions have included (but **not** been limited to): weapons of any sort, live flames, anything generating a perceptible odor (incense, perfume, oils and essences), anything generating loud noises or causing crowds to gather in the aisles (audible audio or video presentations) and displays which are too tall (eight feet above the floor is the maximum allowed on the perimeter of the room, and seven feet is the maximum for island locations) or which block access by any other dealer to his or her space, the common backspace, or the aisles. Also be aware that it is very likely that the provision of 'personal services' (anything involving direct person-to-person contact such as massage, tattooing, face-painting, the fitting of false fangs and the like) will be prohibited. We reserve the right to ask any dealer to remove any materials from sale in the Denvention 3 Dealers' Room if we have a reason to suspect that those materials are boot-legged, pirated or grey-market in origin. Dealers agree to use their assigned space to sell or exhibit material which is of a science fiction, fantasy, gaming or other 'fannish' nature. Dealers agree that they are self-insured, that they will be ready to sell when the room opens and will maintain their space until the room closes each day of Denvention 3.

We suggest that you assume that most of the usual Worldcon rules will apply to Denvention 3; we'll keep you informed about all of these. In addition, dealers may have to have a valid, current Colorado Sales Tax License on file with us before opening for business on Wednesday; if we are indeed liable, the necessary application information will be posted on the Denvention 3 website.

Room Location: The Dealers' Room as well as all the rest of the Exhibits Division will be in the Colorado Convention Center (CCC). Wall table availability will be *very* limited due to the hall configuration.

Table Size: Standard eight feet by two and one-half feet (96 by 30 inches). We will provide two chairs per table; for now, assume that you will have to bring your own table covers, drapes and carpeting.

Table Price: A **deposit** of USD 100.00 per table requested is required to hold space. The final table price will not be set until later, but we think it reasonable to assume a final price of **at least** USD 250.00 per table at this time. The final price includes your deposit, of course.

Sales Hours: Wednesday: Noon to 6 PM Thursday to Saturday: 10 AM to 6 PM Sunday: 10 AM to 2 PM. We **must** be clear of the Convention Center by 8 PM Sunday as there is another group in on Monday the 11th.

Other: Consumption of food and drink in the room is restricted to dealers only. The Dealers' Room is non-smoking (as is the entire CCC). Autograph sessions should take place somewhere in the CCC.

Answers to the following questions will be in the second Dealers' Letter or posted on the Denvention 3 website:

1. Rules on moving stock and on unloading and loading vehicles.
2. Hours of access to the Hall beyond normal sales hours.
3. Licensing rules, if any. The necessity for a Colorado Business License is still being researched.
4. Final data on collecting Colorado Sales Tax.
5. Whether boxes and/or reserve stock can be located in your space.
6. What sort of additional lighting will be permitted.
7. If there will be special restrictions imposed by the Denver Fire Department.

Attending Memberships will absolutely be **required** for all dealers and their staff members. You need to get membership data directly from Denvention 3 (we do **not** handle memberships here, but memberships are available online via the Denvention website) and keep us informed of the membership numbers assigned to you and your people. Dealers without confirmed memberships will not be permitted to unload stock or to occupy their space at Denvention 3. We will, however, accept memberships in the name of your business, for use by your staff on a rotating *locum tenens* basis, so long as the total number of warm bodies on site does not exceed the number of paid memberships for a given dealer.

As is stated on the application, we will eventually acknowledge receipt of e-mail and even try to answer simple questions there. However, an e-mail is **not** a formal writing. Anything which we designate as 'must be mailed' means just that -- sent to us via the postal system to the address given below. *Please do not send certified mail, express mail or anything else we have to sign for.* We are often away at conventions and it is a four-mile trip to the post office to sign for your letter. This does not make us happy.... If you want us to acknowledge receipt of your Application, enclose an SASE or a prepaid postcard (with the correct US postage on it) with it. If you have specific questions feel free to e-mail lsmith1@ix.netcom.com and sallykobee@hotmail.com.

Keep a copy of everything you send us. We make photocopies of all applications and attachments for our files, but these do you no good. **If you move, YOU must tell us about it.** We expect to have more than 100 dealers to keep track of and we assume you got your mail unless it is returned to us by the postal system.

A final note about your deposit checks, final payment checks, refund requests and anything else financial. All dealer paperwork will come to us; we send checks and copies to the Denvention 3 office in Colorado. Processing will be done by the Denvention 3 Finance Division, so only they will know when your check or refund is actually processed.

Sincerely,

Laurence C. Smith
Denvention 3 Dealers' Room Manager

Sally A. Kobee
Denvention 3 Dealers' Room Co-Manager

MAILING ADDRESS:

Larry Smith, Denvention 3 D R Manager
3824 Patricia Drive
Upper Arlington OH 43220+4913 USA

CONTACT DATA:

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sallykobee@hotmail.com

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DEALERS' TABLE APPLICATION FORM

Please fill in [LEGIBLY!] all of the information requested on this Form and **MAIL** it, along with your table **deposit** fee (in US dollars, checks made payable to 'DENVENTION 3'), to:

LARRY SMITH DENVENTION 3 Dealers' Room Manager
3824 Patricia Drive Upper Arlington OH 43220-4913 USA
e-mail: lsmith1@ix.netcom.com and sallykobee@hotmail.com

Business name: _____

Contact person's name: _____ DENVENTION 3 Member Number: _____

Mail address: _____

Address line 2: _____

City/State/Post Code (ZIP +4): _____

Country: _____

E-Mail: _____ URL: _____

I do do not want my e-mail address or URL posted on the Denvention 3 website.

Phones: Home: _____ Office: _____

Facsimile (fax): _____ Cell: _____

Type(s) of merchandise sold (be precise and give percentages for each selection):

_____% Books (describe: _____)

_____% Art _____% Audio _____% Buttons _____% Clothing _____% Comics

_____% Games _____% Jewelry _____% Media-related (M/TV/game) _____% 'New Age'

_____% Video _____% Magazines/fanzines _____% Other _____

Number of tables **requested** (maximum per dealing entity is **five**) _____ times USD 100.00 per

table **deposit** (checks payable to 'DENVENTION 3') equals: \$_____.

NOTE: Memberships are **NOT** included in table fees but are **REQUIRED** for all dealers and staff.

[Please answer 'Y' or 'N' to all these questions except the last] Do you normally sell at Worldcons __, regional SF cons __, media cons __, from a store front __ or by mail order __? Have you been part of a Worldcon staff? At which cons? _____

Filing this form does **NOT** guarantee acceptance. Denvention 3 reserves the right to determine those dealers admitted to the room; this will be a juried room and the jury will have final and binding say as to those dealers accepted. Please do not apply unless you accept this rule. Acceptance to the room is not based solely on date of application; however, prompt returns are always better. Note that I **won't** accept applications in person at conventions - it's just too easy to misfile them. Make a copy of this completed form for your own records. If you have questions, please ask for clarification; if you wish a receipt, enclose an SASE or a prepaid postcard with this application [v1 r03 on 08 Jan 06 1500 LCS]

[Forms missing a legal signature here will **NOT** be considered] I have read this form and the accompanying _____ Date: _____
letter **COMPLETELY** and I accept and agree to all of the terms and conditions set out in both of these documents:

Signature: _____

Seq _____ DEN _____ PM Date: _____ Rcvd: _____ Ck Nr: _____ dendlrs: _____ denstf: _____
posted: _____ denrcpt: _____