



CRUISIN' THE COAST – Myrtle Beach Spring Bike Week 2007

VENDOR INFORMATION RedLine Powersports

EVENT SCHEDULE

Move-In

Wednesday 5/9
Thursday 5/10

10:00am – 6:00pm
9:00am – 7:00pm (ALL vendors)

Exhibit Hours

Friday 5/11 – Saturday 5/19

9:00am - 7:00pm

Move Out

Saturday 5/19
Sunday - 5/20

7:00pm - ????
8:00am till 5:00pm

EVERYTHING needs to be removed by 5:00pm

NO ONE is allowed to start packing boxes or breaking exhibit down prior to 7:00pm on Saturday 5/19. EVERYONE needs to stay open – Remember... what you do directly affects everyone on the vendor lot. I know you are ready to get home but we have to take all vendors into consideration!

Insurance Requirements:

ALL vendors must submit & carry a liability and insurance policy that lists both *Myrtle Beach Harley-Davidson LLC & Redline Powersports* as additional insured. The time period of May 10-20, 2007 shall be listed on the policy. This policy should include general liability, personal injury, and blanket liability insurance with limits no less than \$1,000,000.00 per occurrence. This policy needs to be faxed (843-293-0149) to Sandy attention- No vendor will be permitted to move in until proof of insurance has been received! If you do not have a company you work with, check with the following:

SIS Insurance Services – 800-457-2231 – www.shahinianinsurnace.com

Insure Events – 800-279-6540 – www.insurevents.com

Indemnity Clause: MAKE SURE YOU READ

*****Your signature on the vendor application means you agree to all of the following:**

All VENDORS agree that except as otherwise provided herein, LESSOR shall have no liability for any damage to or loss of property brought to EVENT by VENDOR or to persons injured due to the negligence or otherwise of the VENDOR during the course of their activities with the EVENT. VENDOR waives, releases, and shall indemnify and hold harmless LESSOR and its officers, employees from all liabilities, and the cost and expense of defending all claims of liability, for any loss from theft or otherwise, or damage to property brought to EVENT by any person admitted by VENDOR, or loss or damage to property of others that is the result of wrongful or negligent acts of the VENDOR, its officers, agents, independent third party contractors contracted by the VENDOR, and employees.

Subletting, Sharing or Splitting of Space:

NO subletting, sharing or splitting of any part of your booth space is allowed...if any vendor is found to have subleased, any of the space they have secured with Myrtle Beach Harley-Davidson/RedLine Powersports they will be asked to vacate the premises immediately with no refunds of any monies!

South Carolina Sales Tax:

ALL vendors will need to obtain this permit prior to setting up. It is a one time fee of \$50.00 and will be good for future rallies/events. It is the vendor's responsibility to contact the South Carolina Department of Revenue at 843-839-2960 to obtain proper forms and information.

Local Office:

S.C. Department of Revenue www.sctax.org
1330 Howard Parkway
Myrtle Beach, SC 29577

Food & Beverage Vendors:

No one is allowed to sell any kind of food or beverage unless prior approval has been received.

Overnight Security:

We will be providing overnight security from 7:00pm – 8:00am starting on Thursday 5/10. However, it is the vendor's responsibility to secure all small items or items of high value. Security will exercise reasonable precaution to protect Myrtle Beach Harley-Davidson, RedLine Powersports and its vendors. They cannot assume the responsibility for any loss or damage to the property of the vendors. NO ONE will be allowed back on to the vendor lot once Security is in place. This is for your protection: do not ask security for any exceptions to this policy. It is the vendor's responsibility to carry adequate insurance to cover them in the case of theft.

Electrical Power: VERY IMPORTANT

A limited amount of power is available (110-20) and will be assigned on a first come first serve basis. The rate for 110-20 is \$150.00 for the week. Any vendor requiring additional power is responsible to make sure any and all generators are placed and maintained in a safe area. Be courteous...generators must be placed where it is not affecting the vendors around you.

Vendor & Trailer Parking:

Vendor parking will be located in a lot close to the vendor display area. Vendor trailer parking will also be located in a back parking lot, not directly in the vendor display area. Please check with staff during set-up as to where to place your trailer and obtain a trailer parking pass. Any trailers parked without passes will be towed at owners expense!

Maintenance of Booth Space:

We will be providing the trash pickup in all the common areas, additionally, please keep your booth free from excessive trash. All cardboard boxes need to be broken down prior to placing in proper receptacles. Failure to leave your booth area in clean condition could result in an additional fee of \$250.00 for collection of excess trash and disposal of said trash. Remember the space you rent needs to be returned in the same condition it was received!

Permits/Licenses

We obtain all your necessary County permits and licenses for you and give them to you when you arrive! THESE NEED TO BE DISPLAYED THE ENTIRE SHOW. If you lose it please see me right away, as I will have a copy on file! Make sure you fill out and mail or fax the Hawkers/Peddlers Application back to me – I need this to obtain your permit!

Telephone/Communication Lines:

This service is NOT available on this lot. You will need to use satellite or cellular machines. A local contact is Debbie Bone - 843-267-6711

Shipping of Merchandise:

We are NOT able to accept any deliveries prior to Wednesday 5/9. No CODS will be accepted. You will need to use the following information if you plan on shipping merchandise:

Shipping Address: Company Name
 C/O RedLine Powersports Bike Week Vendor Area
 4663 Highway 501
 Myrtle Beach, SC 29579

Tents:

The following is a list of tent companies that we feel comfortable recommending to you. You may want to consider having them set your tent so it will be ready and waiting for you upon your arrival.

Very Important:

Make sure you tell them they can **NOT** stake the tents. They will have to use water barrels or weights.

Coastal Tent Rentals: Matt or Dave: 843-251-3872
Holz Equipment Rental: Frank – 843-995-0195

If you use another tent company please have them contact me before arrival so I can make sure your tent is ready for your arrival. When you reserve your tent make sure you tell them all tents need to be removed by the close of day on Sunday 5/20!

Fire Extinguishers/Fire Code Regulations: NEW for 2007 - Please Read

All Vending Tents, Canopies, Drops and Tarpaulins are required to be composed of flame resistant material or should be treated with a flame retardant to meet the requirements of NFPA 701.

ALL vendors are required to have a workable, up to date *FIRE EXTINGUISHER* in their leased space. They city inspectors will make surprise visits and will automatically close you down if you are found not to have proper equipment.

Please Note:

- No fundraising activities will be allowed without express written consent of show management.
- Only those items listed on your vendor information sheet will be allowed to be sold.
- Only approved Food Vendor can sell beverages and food items