

# ZENKAIKON 2009: EXHIBITOR INFO

## How to complete the Dealer/Artist Registration Form

Each dealer area is \$100.00 if reserved by June 6, 2009, and \$120.00 if reserved by October 6, 2009. Each artist area is \$40.00 if reserved by June 6, 2009 and \$55.00 if reserved by October 6, 2009. There will be a discount of 10% for 4 or more DEALERS tables. This discount does not apply to artists.

Fill in your company name, address, telephone number, fax number, and representative's name. Please include full payment and sign the bottom of the form. Sign to indicate you accept the attached contract. Return the form to the treasurer of Zentrancon LLC.

## Contact Information and Payment

Zenkaikon is being held at the Radisson Valley Forge Hotel in Valley Forge, PA on November 7 & 8, 2009. The Dealers Room and Artist Alley will be open BOTH days this year. We can be contacted as follows:

Mail:

Zentrancon, LLC  
c/o Jackie Reitnauer  
95 Heights Lane, #70  
Feasterville, PA 19053

Email: [zenkaikonvendors@gmail.com](mailto:zenkaikonvendors@gmail.com)

We accept the following forms of Payment

Cash (**Zenkaikon assumes no liability for cash sent through the mail**)

Checks/Money Orders

Paypal to [zenkaikon@gmail.com](mailto:zenkaikon@gmail.com) (Please include all information requested on this form)

## Exhibitor Table Description

Dealer tables are 6'L x 2'W. Dealer space is sold by whole tables and artist space is sold by half tables. Tables will be provided by Zenkaikon. Electricity and outlets are available for use with an additional fee/contract with the hotel itself. **The Dealers Room and Artist Alley will be open BOTH days this year. The Dealers Room hours will be 10AM-8PM on Saturday November 7<sup>th</sup>, and 10AM – 3PM on Sunday, November 8<sup>th</sup>. Setup for the tables will be from 7AM-10AM on Saturday November 7<sup>th</sup>.**

Tables are not guaranteed until we receive the full payment. Requests are considered on a first come, first served basis. Postmarks may be used to determine order.

## Dealer Move In and Setup

**The Radisson Valley Forge Hotel will allow dealers to come in the night before the convention (November 6<sup>th</sup>, 2009), and load in their properties to store in a room, which will be locked overnight.** However, there will be no security on staff to watch these properties overnight. Any dealer choosing to store properties at the convention center assumes all liability for these items. Zenkaikon/Zentrancon, LLC will not be liable for any missing or damaged items stored overnight in the convention center.

There will be Zenkaikon staff on duty the night before to assist with load in and storage. If you are interested in this arrangement, please email us at [zenkaikon@gmail.com](mailto:zenkaikon@gmail.com).

**Please note: There is no loading dock for the use of Zenkaikon at the convention center. There is a delivery ramp, but we are not permitted to pull any vehicle up on to the ramp to unload. The ramp is also not covered, so please plan to have your materials protected in case of rain on load-in day.**

## **Exhibitor Badges**

Dealers will be provided with 2 badges PER TABLE and Artists will be provided with 2 badges PER SPACE (half table) for themselves and their representatives and are valid for admission into any event at the convention

## **Security**

The Valley Forge Convention Complex will provide as much security as possible. However, the vendor alone will be fully responsible for his/her own properties at all times and should insure all his/her properties against damage, loss, or other events. Zenkaikon will provide staff to monitor the area on a regular basis during open hours.

## **Anti-Piracy Policy**

Zenkaikon has an anti-piracy policy for dealers who participate in it. We support efforts to reduce piracy that is detrimental to the industry, such as bootleg tapes. Violation of this policy will result in a warning. If the items in question are not immediately removed from the dealer room, the dealer will be expelled from the convention **with no refund**, and asked not to return to future events.

The following are items that are **NOT to be sold** at Zenkaikon

- Burned copies of CD's, or Taiwanese knockoff CDs (SM)
- Bootleg videotapes (includes the obvious cheap bootlegs recorded on blank video tape with printed labels, pirated copies of titles that have been released commercially in the United States)
- Any posters, idol cards, etc which read "Kodak", "Fuji", etc on the back
- Unlicensed reproductions of any products actually released by an American company.

If you'd like more info on Japanese copyright issues, feel free to contact Mr. Kihara at the Japanese Institute of Intellectual Property in Washington, DC

Mr. Kihara

Japanese Institute of Intellectual Property

Phone: 202-833-8565

## **Adult Materials and Weapons Information**

Dealers **MUST** comply with all appropriate laws. Any adult materials **ARE NOT** to be displayed on tables. You are permitted to have signage informing that you sell adult materials, but it is the dealer's responsibility to check ID before presenting the materials to the person who is requesting to see them. Zenkaikon will have staff in the dealers' room at all times to make sure that you are compliant with this regulation.

Weapons must be displayed in a safe manner to prevent accidents. At the request of the Zenkaikon staff heads, displays may need to be changed or removed or the dealer may face removal from the Dealers room.

**Zenkaikon will require that all live steel weapons be left at the registration desk or taken to the attendee's car and stored after purchase. Please remind your patrons of this at the time of purchase!**

## **Taxes and Licensure**

All vendors accept full responsibility for the collection and payment of any local, state, and/or federal taxes. All vendors will receive the proper forms from the Pennsylvania State Sales Office prior to the convention and will be responsible for returning them accordingly. For questions and online forms please see <http://www.pa100.state.pa.us/>. This website will be of use for the following:

The PA On-line Business Tax Registration (PA-100) will assist you in completing all applicable sections that pertain to your enterprise's individual registration needs. The On-line PA-100 may be used to register a new enterprise, add additional taxes or services, or to register a new enterprise that is acquiring all or part of an existing enterprise.

## Zenkaikon 2009 DEALER Contract

1. Dealers have read, are in agreement with, and will follow all policies and procedures outlined in the dealers packet
2. Any questions concerning dealers room issues may be directed to Jackie Reitnauer:  
[zenkaikonvendors@gmail.com](mailto:zenkaikonvendors@gmail.com)
3. Dealers will comply with local, state and federal laws concerning copyrights, trademark agreements, etc.
4. Zenkaikon is not responsible for injury, loss, or damage that may happen to the dealer, dealers' associates or property for any reason.

## Zenkaikon 2009 DEALER Registration Form

Company Name:		
Address Line 1:		
Address Line 2:		
City:	State:	Zip Code:
Primary Representative:		Phone:
Fax:	Email:	
Website:		

Type of Payment:	Amount Enclosed:
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Fill in your company name, address, telephone number, fax number and representative's name.

Each dealer area is \$100.00 if reserved by June 6, and \$120.00 if reserved by October 6, 2009.

Please include full payment and sign the bottom of the form. Sign to indicate you accept the attached contract. Return the form to the treasurer of Zentrancon, LLC.

I have read the terms specified in the Dealers Contract and Dealers Packet and I understand them. I understand that if I violate any of these terms, that there will be just cause for my removal from the convention with no refund.

Dealer Representative(sign)    Date	Dealer Representative(print)
Dealer Company Name (print)	

Return this form and your payment to:

Zentrancon, LLC  
c/o Jackie Reitnauer  
95 Heights Lane, #70  
Feasterville, PA 19053

## Zenkaikon 2009 ARTIST Contract

1. Artist has read, is in agreement with, and will follow all policies and procedures outlined in the artists' packet.
2. Any questions concerning artist alley issues may be directed to Jackie Reitnauer:  
[zenkaikonvendors@gmail.com](mailto:zenkaikonvendors@gmail.com)
3. Artists will comply with local, state and federal laws concerning copyrights, trademark agreements, etc.
4. Zenkaikon is not responsible for injury, loss, or damage that may happen to the artist, artists' associates or property for any reason.

### Zenkaikon 2009 ARTIST Registration Form

**\*\*If you do not have a Company/Studio name, please then put the individual artist name on the form\*\***

Company/Studio Name :		
Address Line 1:		
Address Line 2:		
City:	State:	Zip Code:
Primary Representative:		Phone:
Fax:	Email:	
Website:		

Type of Payment:	Amount Enclosed:
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Please fill in your company/studio name (or individual artist name if you don't have a company/studio name), address, telephone number, fax number and representative's name.

Each artist area is \$40.00 if reserved by June 6 and \$55.00 if reserved by October 6, 2009.

Please include full payment and sign the bottom of the form. Sign to indicate you accept the attached contract. Return the form to the treasurer of Zentrancon, LLC.

I have read the terms specified in the Artists Contract and Artists Packet and I understand them. I understand that if I violate any of these terms, that there will be just cause for my removal from the convention with no refund.

Artist Representative(sign)    Date	Artist Representative(print)
Company Studio Name <b>IF APPLICABLE</b> (print)	

Return this form and your payment to:

Zentrancon, LLC  
c/o Jackie Reitnauer  
95 Heights Lane, #70  
Feasterville, PA 19053