

Clay Con West 2019 Vendor Hall

Saint George, UT January 18th -20th

Dixie Convention Center

1835 Convention Center Dr.

St George, UT 84790

Please read carefully and contact Clay Con West with any and all questions or issues.

Any company, non-profit, or individual which provides services or products in the clay industry is able to apply for a vendor booth.

2019 Clay Con West Vendor Hall Fees

Booth fee comes with 1 Vendor Pass	Early Sign-Up July 1st - October 31st	Regular Sign-Up November 1st - January 12
Standard Booth 10'x10' - 3 Walls	\$100	\$125
Corner Booth 10'x10' - 2 Walls	\$125	\$150
Additional Vendor Pass Maximum - 2 extra	\$25	\$40

Fee includes booth walls, 6' table and cover, and 2 chairs.

Taxes:

The State of Utah requires a Form TC-790C, Temporary Sales Tax License and Special Return to report and to pay the taxes collected at a special event. Clay Con West will provide all vendors with a copy of Form TC-790C upon arrival. It is the vendor's responsibility to keep records and calculate sales taxes that need to be submitted to the State of Utah.

Sales Restrictions:

Vendors inside Vendor Hall are not allowed to sell finished ceramic such as pottery, art, tiles, or other objects of art. Those sales are limited to the student and demonstrators show and sales room.

Payment:

Payment must be made in full to receive booth assignment. If you have a preferred booth, please take the chance to list it on your application and we will do our best to honor request. Booths will be assigned on a first to pay basis.

Cancellation/Refund Policy:

Notice of cancellation must be given to Clay Con West in writing or through email. A \$25 processing fee will be charged on all refunds.

Prior to November 1st, 2018: Full refund will be issued, less \$25 processing fee.

November 1 - December 31, 2018 : 25% of booth fee will be forfeited to Clay Con West, plus \$25 processing fee.

After December 31, 2018: NO refunds will be issued.

Show Hours and Set Up:

Set Up: Friday, January 18, Noon - 6:00 pm

Hall open : Saturday, January 19, 8:00 am - 6:00 pm & Sunday, January 20, 8:00 am - 4:00 pm

Breakdown: Sunday, January 20, 4:00 pm - 10:00 pm

Load/Unload Material Handling:

Vendors are required to unload and load their own supplies and equipment. No dollies, carts, or other material handling equipment will be supplied by the convention center or Clay Con West.