

Bob Whittington

3808 Tiffany Circle
Newcastle, OK 73065

Dear Women’s World exhibitor:

The National Street Rod Association® is holding its **50th Annual NSRA Street Rod Nationals®PLUS** in the North Wing of the Kentucky Exposition Center in Louisville Kentucky, August 1, 2, 3, 4, 2019. The Women’s World and Craft Show will be open free of charge to all persons in attendance at the NSRA Street Rod Nationals.

Electricity is sold separately by the KFEC. They prefer on-line ordering at <http://www.kyexpo.org>. Follow prompts. If purchased 3 weeks before the show, there is a discount. We will warn you in advance, it’s expensive. We have no control over the fairgrounds policy. If you can do business without electricity, we suggest you do so. **Also there is a charge for exhibitor WIFI. You will have to purchase it through fairgrounds too.**

Please read the following information carefully. We appreciate you familiarizing yourself with the following information.

Set-up days

Tuesday & Wednesday **July 30th & 31st, 2019** **9am until 5:00pm**

EXHIBIT DATES AND HOURS:

Thursday	August 1, 2019	9am until 5:00pm
Friday	August 2, 2019	9am until 5:00pm
Saturday	August 3, 2019	9am until 5:00pm
Sunday	August 4, 2019	9am until 1:00pm

The Exhibit buildings will be open at 8:30am each morning for exhibitors to re-stock and ready their booth prior to opening. Only exhibitors with proper credentials will be allowed to enter thru the buildings **exhibitor door (N4/N5)** before the show opens daily.

BOOTH SIZES AND FEES:

All spaces are 10’x10’ ...\$225. Corner spaces are an additional \$25.00. Due to fire codes, you must keep products inside your space. If a 10’x10’ space will not hold your product, you must buy additional space at \$225 per 10’x10’.

The Women’s World director may assign and or change location without notice to the exhibitors in order to accommodate space that may be needed in the best interest of the show and the NSRA.

Submission of space agreement and payment for spaces does not guarantee that the space will be assigned. NSRA Women’s World director reserves the right to determine the eligibility of any vendor to be included in the event, either before or after proper execution of this agreement.

There is an additional fee to cover the electrical expenses. Please request electricity if you need it for your display from the Kentucky Exposition Center at <http://www.kyexpo.org/facilityServices.html>. You will need your space numbers in order to request service from them.

SET-UP AND BREAK DOWN:

We will give you **one hour** time limit to pull into the building and unload your truck and remove it to the parking area. You have Tuesday and Wednesday, 9am to 5pm to setup. All displays must be completed by 5pm on Wednesday. Security is provided over night. Participants will receive their non-transferable credentials and parking permits on set-up day. Booths may be dismantled at 1pm on Sunday August 4th. Please do not start breaking down until this time; it is extremely disrespectful to all the other exhibitors who have paid to be in the show. We would greatly appreciate your cooperation in this matter. No vehicles will be allowed to move into loading positions until 1:30pm. This is strictly enforced by the NSRA.

EQUIPMENT:

You are responsible for your own display. Tables, chairs, curtains will be available for rent from the show decorators. You may contact them at 502-639-5383 for more information on all rentals. Please place your orders as soon as possible.

ADMISSION TO THE GROUNDS:

Your registration fee includes two non-transferrable admission buttons and one vehicle pass to the grounds per booth. Your vehicle pass **MUST** be adhered to the driver's side windshield at the top and bottom. You must purchase additional buttons and passes if needed. We cannot give any extra buttons or passes away. Do not pass buttons around or you will be asked to leave and lose all your space fees – no exceptions. **You will receive your admission buttons and vehicle pass on Tuesday or Wednesday. Starting Thursday morning you will need your vehicle pass and admission button for entry into the Exposition Center. Use gate 6 only. (Preston Hwy entrance)**

IMPORTANT:

- Attendance for the entire four days is mandatory. Please do not apply if you cannot attend the entire show.
- All tables must be draped on three sides and all boxes must be out of sight. You will be setting up for four days so additional time and energy in making your display attractive is justified. Everyone's cooperation is essential in presenting a professional image.
- Please be considerate of your neighbor and do not obstruct vision or accessibility to your neighbor's booth.
- Trash and garbage must be in trash cans or must be broken down and put in bigger boxes. There is no reason to leave any trash of any kind in your space unless it is in a trash bin or big boxes!!!
- No smoking in buildings (smoking in outside designated areas only).
- Only one discreet sign indicating clearance, reductions, or show specials is allowed. We are sorry for any inconvenience. But to maintain a more professional show, don't clutter your booth.
- Clearly post your policy regarding refunds in your booths.
- No consumption of alcoholic beverages is permitted at anytime.
- No pets allowed in show for vendors. **NO EXCEPTIONS**
- **NO CANOPY TOPS ARE ALLOWED BY ORDERS OF FIRE MARSHALL**
- Please use your best judgment in deciding what is appropriate for sale. No die-cast cars are allowed or any other items on our **DO NOT SELL LIST**. If we want our shoppers to return year after year, we must provide them unique quality items at a fair price. An inviting appearance is the first step along with quality items.
- **ALL TRAILERS, TRUCKS AND CAMPER MUST BE PARKED IN DESIGNATED AREAS ONLY! - OR YOU WILL BE TOWED AWAY AT YOUR OWN EXPENSE.**

- NO EXCEPTIONS! All trailers must have a sticker on the trailer hitch and we will provide it. Please ask.
- No campers are allowed in parking area overnight. For camping information, call (502)367-5000.
- Buildings are locked securely upon our departure each night. The doors will be locked promptly at 5:00 pm; so be ready to pack up and leave at this time. **You must exit the building by 5:10. No exceptions.** The doors will be opened at **8:30am** each morning for exhibitors. The front doors will remain locked until 9am for general public to enter.
- You will receive 4 cards on set up day with four different car numbers. The Street rodders will come in every day, looking at every booth to see if their number is posted. You may give away anything of your discretion as long as it does not violate the terms of your contract. This is a wonderful promotion of Women's World and creates a lot of traffic.
- If you know of another vendor who you think might be interested in doing our show, please let me know and I will send them a contract.

Best wishes,

Bob and Sherry Whittington
Women's World director

DO NOT SELL LIST

1. Automotive waxes, polishes or chemicals
2. Canopies
3. Car Covers
4. Cassettes or CD's
5. Chairs
6. Chamois
7. Coolers
8. Decals
9. Gas pumps
10. Slot machines
11. Hats (Automotive baseball type hats)
12. Lapel pins
13. Machinery
14. Neon items (no automotive neon)
15. Toys (no die cast toys or hot wheel type toys)
16. Patches
17. Photographers (no taking pictures on site)
18. Auto related Metal or tin signs
19. Automotive T-Shirts
20. Sunglasses
21. Telephone services
22. Tools
23. Travel services, Time share sales or promotion
24. Knives (pocket, hunting, weapon)