

# PUYALLUP VALLEY GEM & MINERAL CLUB 2024 CLUB SHOW ----- VENDOR INFORMATION

## SHOW INFORMATION

The Puyallup Valley Gem & Mineral Club's annual show will be held **Friday, May 31<sup>st</sup> & Saturday, June 1<sup>st</sup> from 10:00–5:00 and Sunday, June 2<sup>nd</sup> from 10:00AM to 3:00PM.** The show opens to the public at 12:00pm on Friday, so the first 2 hours of the show are for vendors to shop each other and relax after setup. Show location is at the Swiss Park, 9205 198<sup>th</sup> AVE. E. Bonney Lake, WA 98371.

## RV/CAMPING INFORMATION

Some RV camping spaces not associated with a vendor sales space are available at \$25.00 per day for the weekend. Payment must be included with your show space application.

## RAFFLE CONTRIBUTION

Vendors are requested to donate item(s) for our show raffle held on Sunday afternoon. Please include two business cards (to be displayed along with the item(s) in the raffle case with your donation. When you donate, please have it with you when you check on Thursday, June 1<sup>st</sup> so it can be placed in the display case before the show begins Friday morning.

## SECURITY

We have limited security during daytime hours only and assume no liability for damages due to fire, theft, or vandalism that may occur at any time during your stay. The Hall doors will be locked at 6:00 PM Friday and Saturday nights, and the alarm system will be engaged.

## PAYMENTS AND RESERVATIONS

**To reserve vendor tables(s) or spaces(s) a minimum of an \$85.00 deposit must be received by the PVG&MC before April 1<sup>st</sup>, 2024 to reserve your table(s) or space(s).** **Any balance due must be received prior to setting up on Thursday May 30<sup>th</sup>.** There are no assumed reservations and space assignments are prioritized by postmark. Indoor table space is limited so any vendor who requests indoor tables(s) after all indoor spaces are filled will be contacted and offered an outdoor space or an opportunity to be placed on a waiting list. If an indoor cancellation occurs or additional indoor space becomes available, it will be offered in the order applications were received. Any "no show" vendor shall forfeit all fees paid to The Puyallup Valley Gem & Mineral Club.

## ALL VENDORS

If any vendor offers for sale any item that has been "altered" from its natural state, such as, but not limited to, dyed, radiated," enhanced" in any form, the vendor shall inform any potential buyer of such "alteration".

## INDOOR VENDORS

There is a limit of 3 - 8-foot tables per indoor vendor at \$85.00 each, a 1,000-Watt limit for lighting, and LED lighting is strongly suggested. Skirting is provided however vendors may substitute their own skirting. **Do not move the tables in your assigned space without approval from the Show Coordinator.**

## OUTDOOR VENDORS

Space is available by the "space" in approximately 10 ft. x 10 ft. increments at \$85.00 each. Each vendor must furnish their own table(s), protection from the weather, skirting, signage, etc. Limited electricity may be available in some spaces, depending on where you set up. *If you want an RV, truck, car, trailer, etc. next to your booth(s) it is considered to be a part of your display and you must reserve and pay the \$85 "space" fee for each such "space" occupied.*

## VENDOR SET UP - TAKE DOWN

**All vendors shall check in at the welcome desk inside the hall entrance upon arrival. Any balance due shall be paid at check in.** At that time, information will be provided for loading and unloading. **SET UP:** Inside -- Thursday from 9:00 AM to 6:30 PM. Hall closing time is 7:00 PM. "Minor" finishing touches to your space on Friday morning shall be completed before the show start time of 12:00 AM. Outside -- Thursday from 9:00AM to sundown. **TAKE DOWN:** Inside & outside Begins at 3:00 PM Sunday.

## SWISS PARK QUIET TIME AND BEHAVIOR

Quiet time during the Show at the Swiss Park is between 10:00 PM and 8:00 AM. During that time, Vendors shall not engage in, or allow guests to engage in, loud events, noise, music or conversations resulting in disruption, harm, injury or damage to persons or property. **The use of any controlled substance or excessive use of alcohol is strictly prohibited.** Any loud or disorderly conduct will result in immediate expulsion from the Show premises. **If any Vendor or other parties do not leave when directed by a Puyallup Valley Gem & Mineral Club representative or a Swiss Park representative, 911 will be called. Any offending Vendor(s) will not be allowed to participate in future Shows. The Vendor(s) and/or offending parties will be held responsible for any disruption, harm, injury or damage on or to the premises.**

### **AND A FEW OTHER ITEMS**

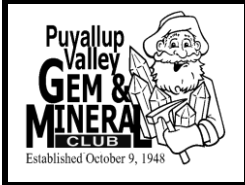
- Any item offered for sale that has been “altered” from its natural state, such as but not limited to, dyed, radiated, or “enhanced” in any form, the vendor shall inform any potential buyer of such “alteration”.
- Depending on your carrier there may be limited or no internet available at the site.
- Since this is a sportsmen’s club there will be shooting at the nearby ranges so “skittish” animals are not recommended.
- Each vendor is responsible for their own security.
- Depending on Pierce County Fire Marshal rules, campfires may be allowed in existing fire rings. Propane BBQs are permitted.
- Each vendor shall assure that their area is cleaned up, trash removed, etc. prior to leaving the site on Sunday.

### **RAFFLE CONTRIBUTION**

Vendors are requested to donate item(s) for our show raffle held on Sunday afternoon. Please include two business cards (to be displayed along with the item(s) in the raffle case with your donation. When you donate, please have it with you when you check on Thursday, June 1<sup>st</sup> so it can be placed in the display case before the show begins Friday morning.

### **QUESTIONS. COMMENTS. OR CONCERNS?**

Contact the Club Show Coordinator at [PVGAMC@gmail.com](mailto:PVGAMC@gmail.com) or 253-987-6751



**PUYALLUP VALLEY GEM & MINERAL CLUB**  
**2024 CLUB SHOW -- VENDOR CONTRACT/APPLICATION**  
**PLEASE PRINT CLEARLY**

BUSINESS NAME: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL (REQUIRED) \_\_\_\_\_

BUSINESS LICENSE # \_\_\_\_\_

**Name(s) of additional Vendor authorized persons allowed in Vendor Space/booth:**

NAME: \_\_\_\_\_

NAME: \_\_\_\_\_

**PLEASE FILL OUT YOUR SPACE RENTAL REQUEST HERE**

I am requesting \_\_\_\_\_ **INDOOR** - \*\*\* 8' table(s) @ \$85.00 each for a total of ----- \$ \_\_\_\_\_

**\*\*\* NOTE: LIMIT OF 3 - 8' TABLES PER INDOOR VENDOR**

I am requesting \_\_\_\_\_ **OUTDOOR** - 10'X10' "spaces" at \$85.00 each for a total of ----- \$ \_\_\_\_\_

I am requesting 1 RV space not associated with my vendor space at \$25.00 per night rental.- - \$ \_\_\_\_\_

**TOTAL AMOUNT PAID: - - \$ \_\_\_\_\_**

**VENDOR AGREEMENT**

By signing and submitting this contract/application, the Vendor agrees to the following conditions for the 2024 show:

1. I must return this signed contract to the PVG&MC with the minimum of \$85.00 and, if requested, the \$25.00 **per day** for 1 RV space, **deposit by April 1<sup>st</sup>, 2024 with any remaining amount due prior to setting up on Thursday May 30<sup>th</sup>, 2024.**
2. I will not leave my assigned area before the show closing time of 3:00 PM Sunday unless I have made special arrangements with the Show Coordinator and it does not disturb or other Vendor, guests, or customers.
3. I will have my current business license available for possible audit.
4. I have read, understand, and agree to abide by all requirements, times, rules, directions, as specified in the "Show/Vendor Information on page 1 of this contract as well as any instructions received from an authorized Puyallup Valley Gem & Mineral Club show or Swiss Park representative while on the premises.

Please **make checks payable to PVG&MC** & mail to **Jillian Higgins, 22509 120<sup>th</sup> St. Ct. E., Bonney Lake, WA 98391**  
→ To assure prompt processing, clearly indicate **CLUB SHOW** on the outside of your envelope. ←

**Vendor's Signature**

**Date**

*An authorized member of the Puyallup Valley Gem & Mineral Club will review this contract and deposit and upon acceptance a confirmation letter will be e-mailed to the vendor.*

PVG&MC use only

Amount received \$ \_\_\_\_\_  Cash  Check (# \_\_\_\_\_) Date: \_\_\_\_\_

Balance due \$ \_\_\_\_\_ prior to setting up on Thursday, May 30<sup>th</sup>, 2024.

**Puyallup Valley Gem & Mineral Club Show Coordinator**

**Date**