



48th ANNUAL WARD WORLD CHAMPIONSHIP WILDFOWL CARVING COMPETITION & ART FESTIVAL
Roland E. Powell Convention Center, Ocean City, MD
April 27th, 28th & 29th, 2018

NAME OF BUSINESS \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

NAME OF APPLICANT \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

EMAIL \_\_\_\_\_ WEBSITE \_\_\_\_\_

\*MD TAX ID # \_\_\_\_\_ [ ] Check if address is NEW

Describe what you plan to display & sell: \_\_\_\_\_

Booth Spaces

AB HALL:

# of Corner booth \_\_\_\_\_ x \$350.00 = \$ \_\_\_\_\_

# of Regular booth \_\_\_\_\_ x \$325.00 = \$ \_\_\_\_\_

OUTSIDE:

# of Outside booth \_\_\_\_\_ x \$260.00 = \$ \_\_\_\_\_

(1 booth = 4 parking spaces – sale of wood only)

I would like to become a Ward Foundation member, add: \$ \_\_\_\_\_

TOTAL AMOUNT: \$ \_\_\_\_\_

AMOUNT ENCLOSED: \$ \_\_\_\_\_

BALANCE DUE 2/28/2018: \$ \_\_\_\_\_

Badges

FIRST AND LAST NAME REQUIRED ON BADGES.

Please print clearly. Two badges for each booth rental ONLY.

First booth badge information:

1. \_\_\_\_\_

2. \_\_\_\_\_

Second booth badge information:

3. \_\_\_\_\_

4. \_\_\_\_\_

Additional booth badge information:

\_\_\_\_\_
\_\_\_\_\_

Make Checks payable to: THE WARD FOUNDATION or charge to my account: (please circle one)



Card # \_\_\_\_\_ Exp. \_\_\_\_\_

V-Code \_\_\_\_\_ (3 digits on back of Visa/MC/Discover; 4 digits on front of AMEX)

(Signature required for credit card charge)

ALL BOOTHS WILL BE ASSIGNED ON A FIRST COME, FIRST SERVE BASIS. PLEASE RESERVE YOUR SPACE EARLY. A \$100 DEPOSIT PER VENDOR IS REQUIRED TO RESERVE YOUR SPACE. PAYMENT IN FULL MUST BE RECEIVED BY FEBRUARY 28, 2018. PAYMENT AFTER FEBRUARY 28 MUST BE APPROVED BY SHAINA ADKINS, EVENTS DIRECTOR.

NOTES: Please note that the applicant is not contracting specific booth space, but rather a right to participate as an exhibitor at the 48th Ward World Championship. •First two badges for those directly working your booth are free. •Each exhibitor showing must rent at least one booth. •Promoter will return check promptly if show is full or if description does not meet show criteria. •If exhibitor displays items not described in the application and does not meet show criteria, items must be removed at the request of the promoter. No refund will be made for not following the criteria standards. •Prices are in U.S. Dollars. •Management reserves the right to cancel the show and return fees. •Exhibitors are responsible for collecting MD State Tax, and must have an ABC charged Fire extinguisher. •Refunds will be made according to the schedule below if an exhibitor withdraws from the show. If you find that you are unable to participate in the show, you will get a full refund by notifying Shaina Adkins in writing three months prior to the show. Notification, in writing, received two months prior to the show will receive a 50% refund. After two months prior to the show, fees are non-refundable. NO EXCEPTIONS WILL BE MADE.

# 48<sup>TH</sup> ANNUAL WARD WORLD CHAMPIONSHIP WILDFOWL CARVING COMPETITION & ART FESTIVAL

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## Vendor Hours:

Vendor set-up is scheduled for: Thursday, April 26<sup>th</sup>, 9 AM - 8 PM and Friday, April 27<sup>th</sup>, from 7:30 AM - 9:30 AM. During the show, vendors will be allowed to access their booth 1 hour prior to show opening.

Show hours are:

Friday, April 27<sup>th</sup>, 10 AM – 5 PM,  
Saturday, April 28<sup>th</sup>, 9 AM – 5 PM and  
Sunday, April 29<sup>th</sup>, 10 AM - 4 PM

The award ceremony takes place Saturday approximately 5:30 - 7:00 PM in AB Hall; therefore AB Hall exhibitors' booths may stay open until the end of the ceremony. Also, since carvers are allowed in AB Hall on Sunday at 8 AM before the show opens to take pictures, AB Hall exhibitors may open their booths at 8 AM. Security will be provided throughout the entire weekend including all hours which the show is not open to the public.

**AB Hall Information:** All booths include back and side drapes. Booths measure 10' x 10'. One 110 volt/500 watt electrical outlet is included. Each booth includes 1 undraped 6' L x 30"W table and 2 chairs if needed. **If you require more than one table per booth, you must either bring your own or rent them from the Convention Center.** You must provide your own draping for tables or for an additional cost, you may contract separately with the Convention Center for draping, additional electricity, shipping, and other services. **Please note that there is an additional 50% fee if requests are made within 72 hours of the show.** *The convention center is solely responsible for their fees and policies. They are subject to change at the discretion of the convention center.*

**Outside Vendors:** One booth equals 4 parking spaces and spaces are for **wood supply vendors only**. If you need more space than this, you will be required to rent an additional booth.

## Vendor Info:

Exhibitor packets can be picked up in the lower level lobby at the Volunteer booth upon arrival at the Convention Center. It will contain your name badges for the weekend, hall layouts, parking lot vendors and any other information needed for the weekend.

**\*MD Tax Number:** If you do not have a permanent State of Maryland Sales Tax number, **we will notify the State of Maryland to issue you a temporary permit**, after which they will contact you with your number.

The exhibitor agrees to make no claim against the **Roland E. Powell Convention Center** nor its members, nor agents, nor employees, nor against **The Ward World Championship Wildfowl Competition** nor **The Ward Foundation, Salisbury University**, nor against any sponsor or participant in this exposition for loss, theft, damage or destruction of goods, nor for any injury to himself or employee while in the exposition quarters, nor for any damage of any nature of character whatsoever, including damage to his business by reason of the failure to provide space for the exhibit, or the removal of the exhibit, nor any action of any nature of **The Ward Foundation** or its members, employees, or agents, nor the failure to hold the exposition as scheduled.

Signature indicates that you will keep your exhibit fully operational and **will not tear down or pack merchandise, remove merchandise or equipment until closing at 4 PM on Sunday.** You further agree to abide by all the rules and regulations of the show and the Roland E. Powell Convention Center.

X \_\_\_\_\_

Signature Required

Date \_\_\_\_\_

Return Exhibitor Agreement form to:

Shaina Adkins  
The Ward Museum of Wildfowl Art  
909 S. Schumaker Dr.  
Salisbury, MD 21804-8722  
Web: [www.wardmuseum.org](http://www.wardmuseum.org)  
E-mail: [snadkins@salisbury.edu](mailto:snadkins@salisbury.edu)  
Fax: 410-742-3107  
410-742-4988 ext. 106

