**CIMTA - LV 2019**

**39th WHOLESALE SHOW**

**FIRST TIME EXHIBITOR**

**The Orleans Hotel & Casino, Las Vegas, NV**

4500 W Tropicana Ave, Las Vegas, NV 89103

**Monday 2/25/19– Registration & Exhibitor Setup • 10-8pm**

**Workshops 10-4pm**

**Tuesday 2/26/19 – Exhibit Opens 9-5pm**

**Wednesday 2/27/19 – Exhibits Open 9-3pm**

**Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Bus. Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_**

**Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_ Country:\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

LIMITED FIRST TIME EXHIBITOR BOOTHS

**10x10 Booth**

1- 8’x 30” Undraped Table, one Chair, Sign $225.00

No refunds per show policy

**Name Badges: [please print]**

Owner **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Associate**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ORLEANS HOTEL ROOM RESERVATION**

You are required to book a minimum 2 nights at

The Orleans for this trade show.

CIMTA, Inc. will mail in to the Orleans your hotel reservations on Cimta’s Master Reservation list by October 1, 2018. Your credit

card will be charged for one room night. Cancellation of your

room must be received 48 hours in advance, or the hotel will

charge you one room night.[cancel by sending e-mail – only to

cimta17@gmail.com, and we will send you verification that your

room was cancelled.

***Should you receive***: The Orleans a B-Connected Gambling Free

Room Night Postcard. Book your free nights first, and then the remainder of your stay under CIMTA’s Room Block Room Rates.

**2/22/2019 – 3/2/2019**  [Deadline: 1/23/2019 for special rates.]

**Sun–Thurs. $45.00 [resort fee $17.99]**

**Fri-Sat. $102.00 [resort fee $17.99]**

Name on certificate:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hotel Code Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How many nights:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sharing with: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Arrive\_\_\_\_\_\_\_\_\_\_ Depart\_\_\_\_\_\_\_\_\_\_

Double Queen King **□** Handicap

Smoking Non-Smoking

 **Booth Fee $ 225.00**

**ADDITIONAL FURNISHINGS FOR BOOTH**

Table: 6’x30” Qty \_\_\_\_\_ $40 ea $\_\_\_\_\_\_\_\_

Table: 8’x30” Qty \_\_\_\_\_ $40 ea $\_\_\_\_\_\_\_\_

Electricity-Plug Qty:\_\_\_\_ x $50 ea $\_\_\_\_\_\_\_\_

Electricity- Flood Qty: \_\_\_ x $50ea

Additional Chair Qty\_\_\_\_ x $10ea $\_\_\_\_\_\_\_\_

 **TOTAL ORDER $ \_\_\_\_\_\_\_\_**

 **Deposit of 50% $ \_\_\_\_\_\_\_\_**

 **Balance Due Oct 15, 2018 $ \_\_\_\_\_\_\_\_**

**PAYMENT METHOD**: For Hotel & Booth

Check or Money Order (US FUNDS) or Credit Card

.Make Check Payable to CIMTA, Inc

Enclosed: $\_\_\_\_\_\_\_\_ Check/MO# \_\_\_\_\_\_\_\_\_

Visa - MasterCard - American Express - Discover

Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Exp Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ Sec Code: \_\_\_\_\_\_\_\_\_\_\_\_\_

**Zip Code where CC statement is sent** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ] Charge 100% to my credit card today $ \_\_\_\_\_\_\_\_\_\_

[ ] Charge 50% to my credit card and

 the remainder on 10/15/18 $ \_\_\_\_\_\_\_\_\_\_

My Signature below indicates I have read, understand and agree to comply with the CIMTA, Inc, Wholesale Trade Show Logistics & Guidelines. I understand that the guidelines listed on that document are part of this binding contract. No children under the age if 12 are allowed on the trade show floor.

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_

**NO REFUNDS**

**Mail to: CIMTA, Inc.**

**6189 72nd Avenue – Hudsonville, Mich. 49426**

**Ph: 616-481-0229**

**Email:** **cimta17@gmail.com** **Web: cimta.net**

***Children under the age of 12 will not be permitted on the trade show exhibit floor during setup, workshops or exhibit hours. Children 12 years and older will be permitted in the exhibit space, as one of the two associates.***

**SALES RECEIPTS**

Buyers have requested that all Sales Receipts have Company

Name, Address, City, State, Zip and Phone Number.

**MERCHANDISE PRICING**

Buyers have requested that all products be marked with product number and wholesale pricing. Product list with suggested retail & wholesale prices should

be included with purchased products to insure correct pricing list for buyers.

**WHOLESALE PRICING**

Buyers have requested that you do not sell your products at retail shows less then suggested retail. Customers that come in to the store expect the same pricing.

**CHANGES & CANCELLATION TO YOUR ROOM RESERVATIONS**

Cancellation of your room must be received 48 hours in advance, or the hotel will charge you one room night.[cancel by sending e-mail to

cimta17@gmail.com, and we will send you a verification that your room was cancelled.

**EXHIBIT SPACE & SHOW FLOOR GUIDELINES**

The CIMTA Inc. Trade Show is an opportunity for Handcrafters, Manufacturers and Distributors to sell their scale miniatures. All literature, product packaging, sales slips, signed or initialed items, must correspond to the assigned business name. ***Exhibit space may not be shared.***

**PARTICIPANT’S AGREEMENT FOR CIMTA INC. 2019 WHOLESALE TRADE SHOW**

Exhibitors who participate in CIMTA Inc. Trade Shows must conform to show guidelines and regulations adopted by the

CIMTA, Inc. Board of Directors as show policy.

I have read and will conform to the CIMTA Inc. policy and guidelines regarding show participation. I am aware that any merchandise found not in accordance with the trade show guidelines will be removed from my table and I may lose the opportunity to sell at future CIMTA Inc. shows.

The Board grants the Trade Show Coordinator the authority to enforce guidelines established by the Board and to recommend additional regulations and procedures needed to implement Board guidelines. Such additional regulations and procedures are subject to Board review and approval.

**LIABILITY INSURANCE**

**I will provide and pay for my own insurance to cover my person and** **property, if desired.** I will also accept full liability for any loss of merchandise, including loss from shoplifting. If the show is canceled, I will not hold CIMTA Inc. or the hotel liable. I release the members of the CIMTA

board and their assistants from any and all liability for any and all injury or loss to me or my property, employees or agents

**RETURN OF LV2019 TRADE SHOW CONTRACT**

Upon receipt of contract an e-mail will be sent to inform you

that your contact has been received. It is your responsibility to return enclosed forms to insure that your company is listed in the **Trade Show Program Book, Deadline: 12/1/2018**

**SHIPPING IN AND OUT OF THE TRADE SHOW**

**INBOUND/OUTBOUND HANDLING FEE**

Up to 60 lbs.……………………………$11.00

61lbs-99 lbs.……………………………$15.00

Pkgs. or skids exceeding 100lbs…. $0.35 per pound. These handling fees apply in addition to transportation cost from FEDEX or UPS. Example: Outbound – 25 lbs. from LV to Buffalos $25.55 + $12 handling fee up to 60lbs. **TOTAL AMT. DUE $37.55**

**SHIPPING IN TO THE ORLEANS – DEADLINE: 2/21/2019**

**The Orleans Hotel & Casino**

**Att: [CIMTA – Company Name – Booth # ]**

**4500 West Tropicana Avenue
Las Vegas, Nevada 89103**

Left bottom corner of carton [ Your cell number]

**SHIPPING FROM LAS VEGAS – LEAVE BOXES AT YOUR TABLE**

**VENDOR FORM- PICK UP AT CIMTA REGISTRATION DESK**

The Orleans Business Center – John H. Olarte

[Next to the escalators to the right on exhibit floor]

Utilize UPS/FedEx or a private carrier account.

Cost is UPS/FedEx shipping fee plus handling fee. This applies to INBOUND freight and OUTBOUND freight.

Handling Fee:

Up to 60lbs $11.00

61lbs to 99 lbs. $15.00

100lbs and over: .35 per lb

**Pricing Guidelines:**

**Looking to bring your products to a wider market at an affordable cost?**

Offering your artisan miniatures to wholesale buyers creates a wider distribution and exposure for your products and your brand. Our CIMTA buyers sell thru a vast network of brick and mortar stores as well as online stores and retail shows, putting your products and your name in the hands of large audience of miniature enthusiasts. The CIMTA Inc. handcrafter member business must supply the artistry, talent creativity and expertise critical, essential and integral to the production and quality of their products. They must have creative control of product development; the technical expertise to produce their products and hands on experience in the production of their products. If supplied with basic materials, the CIMTA Inc. handcrafted member must be able to produce their products with quality typical of their items as offered for sale at CIMTA Inc.

CIMTA, Inc. is a wholesale trade association, and we ***encourage our dealers to offer a full 50% discount,*** we also encourage you to experiment with what works best for you as an artist. We suggest not less than 30% percent discount. As “First Time Wholesale Exhibitors”, you may discount whatever you feel comfortable selling your product. The company purchasing your product will ask “what is your discount”?

If you have any questions concerning exhibiting for the first time, please call or e-mail your questions to CIMTA Headquarters. Call: 616-481-0229 or cimta17@gmail.com.

**SUBMITTING PHOTOS OF YOUR PRODUCTS**

**We will feature your products on our new web site [CIMTA.net], as well as on Facebook. This will showcase your fine work to retail shops, internet buyers. Please e-mail your photos in jpeg format to**

**Bette Jo Chudy at: shadowbox.bj@gmail.com.**