

# Booth Information and Technical Data

## Rocky Mountain Stamp Show 2010

1. Basic Items Provided to Each Booth Holder:
  - a. One 8' x 30" front table at Single Booth or Two 8' x 30" front tables at Comer Booth; one 8' x 30" backup table (substitute 6' table if Locking Cabinet requested); cloths for tables; one electrical outlet (free when requested on form); and adequate number of chairs. Lamps, glass, tape, extension cords and plastic, etc. are not provided.
  - b. Security Badges for Dealer and Booth assistants, as listed by Dealer on "Bourse Application Form" (a maximum of four per Booth, w/ first two listings allowed in for Setup).
  - c. A four (4) line entry in the ROMPEX "Official Program" with Dealer's business name, mail & email address, specialty listings, and "Exhibition Floor Layout" table number.
  - d. Reproducible "free entry" coupon artwork for distribution to clients or mailing list.
  - e. Booth Business sign and Booth Table Number sign.
2. Basic Booth Rate Schedule: Refer to 'Exhibition Floor Layout' sheet. Multiple Booths may be requested, but cannot be guaranteed:
  - a. Single Booths:
    - i. Tables 6, 11, 16, 21, 26, 31, 36, 89 .....\$380.00
    - ii. Tables 3,4,5,52,53,54,55,76 .....\$475.00
  - b. Corner Booths (rate per fronting pair, or as noted):
    - i. Tables 12-13, 14-15, 22-23, 24-25, 32-33, 34-35, 39-40 ..... \$500.00
    - ii. Tables 7-8, 17-18, 19-20, 27-28, 29-30, 37-38, 41-42,43-44, 45-46, 50-51 .....\$555.00
    - iii. Tables 1-2, 9-10, 56-57, 66-67,68-69,77-78,79-80,81-82, 83-84, 85-86, 87-88, 90-91 .....\$585.00
    - iv. Tables 58-59, 60-61, 62-63, 64-65, 70-71, 72-73, 74-75 .....\$635.00
    - v. Tables 47-49 (rate per triple, 2-8', 1-6') ..... \$935.00
3. Payment: A deposit minimum of \$200.00 is due along with the Dealer's signed "Bourse Application Form", to be postmarked on or before February 12, 2009. Any remainder will be invoiced and must be postmarked on or before April 16, 2010. See cancellation policy. Checks should be made payable to ROMPEX. (Lack of Booth availability, or assignment, will grant refund of deposit monies by April 23, 2010.)
4. Optional Items if Desired:
  - a. Locking metal two door cabinet, 24"x36"x78", with shelves and 2 keys, 4 available: \$95.00
  - b. Advertising: See 'Advertising Rate Sheet' for size and rates.
  - c. Plexiglas Rental: \$5 / piece, approximately 30" x 36".
5. Hours - Dealers' Floor Access, Set-Up and Take-Down:
  - a. Set-Up: Dealers are admitted for Move-In and Set-Up Thursday, May 13th, between 1:30 and 6:00 PM, following check-in with Bourse Chairman.
  - b. Friday, May 14th: Access starting 8:00 AM, show hours 10:00 AM – 6:00 PM.
  - c. Saturday, May 15th: Access starting 8:00 AM, show hours 10:00 AM – 6:00 PM.
  - d. Sunday, May 16th: Access starting 8:00 AM, 10:00 AM – 3:00 PM.
  - e. Take-Down: Dealers may close after 3:00 PM Sunday, May 16th, vacating the hall by 5:00 PM.
6. Security: There will be armed Aurora, CO police officers during Set-Up from 1:30 PM Thursday, Take-Down until the exhibition hall is vacated at 5:00 PM Sunday, overnight, and daytime in the exhibition hall.
7. Miscellaneous:
  - a. Each Dealer is directly responsible to the proper taxing authorities for the collection and payment of individual taxes. As the possibility exists that taxing authorities may audit, accurate record keeping is recommended.
  - b. Dealers are responsible for any damage to ROMPEX or Hotel property.