

Seattle Parrot Expo 2022 Exhibitor Hall Contract

We love helping out nonprofits save extra money and still get exposure at our parrot-centered event! Priority placement is not available for this option nor is any expansion.

PLEASE MAKE SURE TO ADHERE TO THE FOLLOWING RULES PER OUR CONTRACT:

1. No selling or adopting of LIVE ANIMALS. Our goal is to try to educate the public and have them return to you as a returning customer that trusts you vs. selling animals impulsively. Selling animals within a weekend can cause pressure of purchase leading to people not getting animals for a long term goal. Parrots are long term animals especially. Let's encourage people to come visit you more and see you as a source of great information, support and future placement of animals!
2. ALL ANIMALS must have a VET CHECK to be present at the EXPO. We are issuing a VET CARD for each animal. We will be asking where your animal's VET CARD is. If you cannot produce a VET CARD if one of our Volunteer's asks, the animal cannot stay in the building. This is for the safety of the birds to follow basic biosecurity protocols. VET INSPECTION TIMES will be announced but takes place on SATURDAY MORNING each year. NO OUTSIDE PETS are allowed in the Expo for the safety of animals on display by attendees.
3. NO DOGS or CATS allowed in the building. They are direct predators of birds and often come up close to birds if they are brought in. We do not encourage dog/cat interactions with parrots as they often have deadly consequences. ADA SERVICE DOGS are also asked to not attend as it can upset the primary animal we are focusing on at the event, Parrots, in a negative way. Please have a handler ready to keep dog in the park while you shop. Dogs are allowed at Les Gove Park where the community center is but must be leashed at all times.
4. SET UP: Set up will begin for Exhibitors on FRIDAY SEPTEMBER 23, 2022 at 2pm until 10pm. All people must be out of the building by 10pm. ALL DOORS to the GYM will be open as will be the doors to the TEEN REC CENTER for set up.

SET UP RETURNS on Saturday, September 24th from 7am until 10am.

VET INSPECTION will operate between 8am and 11am Saturday. All animals attending need inspection to attend. SO BE PREPARED FOR THAT TIME.

5. DOOR ACCESS TO THE GYM: since ANIMALS ARE PRESENT on Saturday, the GYM doors will NOT be available for entry by exhibitors. They will be LOCKED and ALARMED as all animals will need double doors to prevent escapes. These doors are to remain LOCKED AND ARMED during all business hours. The Rec Center Doors will be the Exhibitor Exit access but no entry will be available back in as the door locks. The only entry back in is through the Community Center Doors. On Saturday, the only doors to access the GYM for set up will be the REC CENTER DOORS only. The REC CENTER DOOR will be clearly labeled Exhibitors only. We prefer SET UP of your booth spaces to take place ON FRIDAY which is why we stay until 10pm.

6. Time of set up on Saturday is very limited as we will be opening early to registered guests to preview your space at 9am. You will not be required to be ready, but know that there are customers coming in to get first opportunity for your products starting at 9am Saturday and 10am Sunday as a feature of registering as an attendee for Seattle Parrot Expo.

5. BREAK DOWN: Early breakdown does not represent the best interest of your brand nor Seattle Parrot Expo's commitment to have a weekend of sensational shopping, etc. So, please DO NOT BEGIN BREAKDOWN until we CLOSE the COMMUNITY CENTER DOORS. They will close to all public and be locked from access to the outside at 5pm. Please be sure all animals are securely put away by 5:30pm when we will allow the GYM DOORS to be UNLOCKED AND ALARM DISARMED and also unlock the REC CENTER DOORS. They will not be unlocked or accessible until 5:30 pm when we get the okay that animals are secure. Everyone must be out of the gym and a restored floor without damage by 10pm Sunday, September 25, 2022. PLEASE HELP US UPHOLD the policy of NO POOP LEFT BEHIND from parrots. Just as much as we have to also avoid stains and scuffs.

6. CHECK IN-- We plan to have our computers running and vendor packets of information ready for you when you arrive on Friday, September 23rd at

2pm with your booth space marked out, tables ready and chairs ready for you. Please CHECK IN with the EXHIBITOR HALL DESK to receive your packet of information about the Expo, sign the actual contract we will have in writing so we have a signed copy, and remit your cleaning deposit.

CLEAN UP deposit. We will be asking all of our Exhibitors for a CLEAN UP deposit that we will return to you of \$25.00. There is a dumpster directly across from the gym all of us have access to dump materials as you go. If you leave a mess behind, we will be keeping your \$25.00 deposit. So, if you want your money back, please clean up and then check out at the EXHIBITOR HALL DESK.

7. FOOD AND DRINK in the GYM: Currently, we are required by the Auburn Parks and Rec Department to not allow any food or drink outside of water in the gym. We are working with the Department to assist our Exhibitors so they can have access to eat food, etc, and not have to leave their booth. In the meantime, we will have volunteers that will be going around to assist Exhibitors DURING OPEN HOURS if they need their space manned for potty breaks, etc. The floor in the gym was just redone and they are worried about any destruction of the floor. Flight Club Foundation will be held liable and have to pay for any damage to the floor.

8. VOLUNTEERS:: Please do not use Flight Club Foundation Volunteers to SET UP your booth spaces. We need them to set up an entire community center. We have volunteers that will be helping you UNLOAD/LOAD only or sitting in for breaks or lunch as we mentioned.

9. LOADING/UNLOADING: Will take place near the gym which has limited parking access at the door. So, once you arrive, we have to move quickly to unload all your materials into your space to allow for the next exhibitor to unload. The GYM doors will be open for exhibitors from 2pm until 10pm as will the REC CENTER doors which lead into the gym. If you need the side door near where the FCF store is, we can open that for you too. The walking distance is longer for both that door and the REC CENTER door.

10. All animals must be secure in some way. Either trained, crated, or harnessed so as to not harass others' areas unless asked or warranted by those whom are asked. The windows of the gym open automatically, but are screened. That is the way the temperature is controlled in the GYM and

we have little control over temperatures that occur in the GYM. It can get quite warm on sunny days.

11. SELLING OF ANIMALS OR ADOPTIONS can occur at your location offsite between days after the Expo closes or meet up off Expo grounds which includes the parking lot of The Auburn Community and Events Center.

12. Anyone violating the selling of animals or adopting animals will be asked to immediately vacate.

13. Please make sure your animals are under your control and you know they will return with recall training upon request. If you cannot have your animal under control through this method or by holding or harnessing, we will ask them to be caged the remainder or leave if they continue to be uncontrolled. Again, this is for your animals' safety.

14. Flight Club Foundation is to provide Exhibitor with Space Specified in the Store Selection that is marked off and labeled with Exhibitor Information. All spaces include a minimum of one table and two chairs.

15. Flight Club Foundation reserves the right to vacate any Exhibitor who does not follow local, state and Federal Law, who violates basic animal welfare needs, or who elicits unwarranted libel or slanderous behavior.

16. Filling out this form and sending a payment online states that you agree with this contract and are now committed to your booth and no refunds will be issued. This is a fundraiser for Flight Club Foundation and your committed funds help us run a smooth show year after year!

17. Flight Club Foundation will provide this same document in writing at event that we request be SIGNED at the Registration Desk before Set Up. We hope these pieces help guide you for an amazing, successful event for your brand and time! We look forward to meeting you and enjoying a SENSATIONAL SHOPPING EXPERIENCE for all.