



# 2015 **BOTCON** June 18th - 21st Chicago/St. Charles, Illinois



## **BOTCON 2015 Exhibitors**

Pheasant Run Resort MEGA CENTER, 4051 East Main Street, St Charles, IL 60174

**What to bring to Registration:** Photo I.D.  
Email of Invoice Registration Receipt  
This email (PRINT PLEASE)

**The name of the exhibitor stated on the invoice is the ONLY one who is allowed to pick up materials!** (no helpers can pick up). If you are NOT attending any pre-convention activities.

**\*Exhibitor Package Pick-up Times/Dates** **Thursday 6:00 pm – 10:00 pm**  
**St. Charles Ballroom, Pheasant Run Report**

**\*Exhibitors who have a Wednesday and/or Thursday tour or class, will have package-pickup on Wednesday night at 9:30 pm in the MEGA CENTER.**

**\*Exhibitors who have a Golden Ticket package will have package pickup on Wednesday night at 8:30 pm in the MEGA CENTER.**

Each Exhibitor Booth receives one FREE item as a “thank you” from the promoter. Exhibitor tables do not receive the free item. Souvenir vouchers are by booth or table and are limited to one (1) per booth or table. **BRING YOUR SOUVENIR VOUCHER AND BADGE WITH YOU when you enter the club store on Thursday evening or Friday.** Your Souvenir Voucher will be stapled inside your RED Exhibitor’s Folder. Souvenir Voucher must be present at time of purchase and must be used in **one** single transaction. Once souvenir voucher is surrendered, you will not be able to purchase more 2015 souvenirs until Saturday morning.

Your name badge is how you gain entry to the store. You will not be allowed to purchase items for others by bringing loose badges. Each person must be present, wearing their own badge. Mini-Cons and Exhibitor Helper Badges are not allowed to buy exclusive 2015 souvenir items until Saturday morning.

**Parking – Open Lot** FREE

**Exhibitor Drop-off** **Thursday 8 pm – 10 pm**

Drop off ONLY – no set up tonight. Exhibitors must wear their badge in order to access the salesroom at anytime during drop-off, set-up, or show times. Mega Center has ground level access to salesroom via a roll-up door; no truck height docks.

**Set-Up for Exhibitors**

**Friday 7:30am-2pm**

**Late Exhibitor Badge PickUp & Set-Up**

**Friday 8:30am-12pm; 1-2pm**

If you missed package pick up on Thursday night, on Friday morning you will need to come to “Registration” in the foyer of “MEGA CENTER” **before** you unload. Exhibitors will welcome badge attendees from 2 pm–5pm on Friday. We are asking each exhibitor to please donate at least one item for the hourly door prize drawings.

**Illinois Sales Tax**

Each exhibitor is required to collect the **8% Illinois sales tax**. **Each exhibitor will be given a tax form at the show.** The collection and payment of sales tax is the sole responsibility of each exhibitor.

**Helper Badges**

Each booth comes with 2 name badges. Each table is provided with 1 name badge. There is a charge for additional badges.

**Electrical/Phone Hookups**

On spot hookups will incur higher fees: Electrical hookup: \$140 fee (+\$200 onsite charge) and covers all 3 days. See Angie at “Registration ” for availability.

**Inbound Shipments**

Large skidded shipments must be set up as a “timed shipment” to the PR Exposition Center (BotCon-your name),

4051 E Main Street, St. Charles, IL 60174 and MUST arrive on Thursday, June 18, 2015 between 9 am-3 pm. You will need to meet your shipment to unload and place in the Exhibit Room. Email [brian@funpubinc.com](mailto:brian@funpubinc.com) if you have a scheduled skid shipment. If you have other small inbound shipment needs, please consult with the hotel you are staying at concerning inbound shipping/delivery/holding charges.

**We will not be able to accept phone calls or retrieve emails** between Friday, June 12 – Tuesday, June 23rd, as we are traveling or at the show during these dates.

**What Can be Exhibited/Sold at BotCon**

Exhibitors agree to display at least 50% Transformers, Robots, Sci-Fi or Transformers related items. No Exhibitor is to offer for sale any pornographic material, contraband, stolen goods, items that infringe on any third party rights, or items which are illegal to own, possess or sell under federal, state or local law (regardless of whether the exhibitor had knowledge thereof). Promoter reserves the right to order the removal of any item that in its opinion is in bad taste or does not conform to these rules and regulations.

**If you THINK a product MIGHT violate anyone's Intellectual Property Rights, please leave the product at home.**