



Adventure island

July 12-14, 2013
Red Lion at the Quay
Vancouver, WA



Vendor Kit



The Pacific Northwest's Polynesian Pop Extravaganza!

Tiki Kon is a celebration of exotic tropical destinations and the vintage American tiki bars, fashion and music they inspired

Now in its 11th year, Tiki Kon returns this summer, July 12-14, at the Red Lion at the Quay in Vancouver, Washington. It's a weekend of live exotica, surf and lounge music, dance, DJs, vendors, vintage fashion, prizes, cocktails and adventure. The event features local and regional artists and performers in an elegant, intimate setting. The finale is an all-day VIP tiki tour of Portland's most amazing home bars--it's the longest-running home bar tour in the country!

The adventure begins Friday night at the legendary Quay Bar, the West Coast's best vintage nautical-themed bar and restaurant. With real masts, sails and rigging towering overhead, guests find themselves transported to the main deck of a sailing ship. Saturday morning, guests "come ashore" on Adventure Island for a day of activities, fine dining, and an evening gala party under the stars on the River Deck, adjacent to the Tiki Kon Lounge. Expeditions set out Sunday morning for the home bar tour, which includes brunch at the world famous Alibi Tiki Lounge, Portland's only remaining vintage tiki bar, plus stops at three fabulous home bars and a visit to Hale Pele, the newest tiki bar on the Portland scene.

An extraordinary labor of love and the product of a passionate community

The event was founded by some of Portland's top mixologists and aficionados, who started the event as a gathering of friends on a tiki bar tour. Through their tireless efforts over the years, it's grown to become an annual tradition that draws guests from up and down the West Coast, from San Diego to Vancouver, B.C.

Tiki Kon relies on the generosity of sponsors and a passionate, all-volunteer staff, and returns that generosity to the communities that inspire and support us. This year the event benefits the Autism Society of Oregon, in honor of the amazing parents of autistic children in our Tiki Kon ohana. We participated in the Autism Society's April 2013 walkathon, and we've pledged one-third of profits from this year's event to this very worthy organization.



Tiki Kon gets its inspiration from the highly-stylized Polynesian-themed restaurants and lounges that were popular in the decades after World War II



SANDY BOTTOM PRODUCTIONS LLC / www.tikikon.com
vendors@tikikon.com / 503.985.TIKI

© 2013 Sandy Bottom Productions. Photos by David Bales Photography, used by permission.



vending at Tiki Kon

A great opportunity to promote your work, drive sales and interact with new and existing customers in a new and exciting way!

Tiki Kon vending offers small artists and businesses a relaxing and intimate environment to sell their best products, and a fun shopping experience for our guests. But it's so much more than just making sales. It's also a great venue for meeting your customers in person, enhancing your image, and introducing yourself to a new audience!

We are seeking unique, high-quality artists and products that fit our themes of tiki culture, tropical climates, nautical ephemera, and vintage fashion & design. Space is limited, so vendor selection is based on high standards of product quality and tiki culture relevance.

Our Island Marketplace was a success last year, but our goal is to make it even better! This year we've got a new vendor relations team, plus we're adding more vending space, a much larger presence at our host hotel, free events to draw shoppers, expanded marketing, more social media integration, creative ideas for attracting customers to your booth, and additional vending options and premiums. If you're an Oregon-based vendor, we can also help with state and local business licensing and collecting sales tax.

We want you to have a fun and profitable experience working with us, and for our guests to have fun shopping with you!



Tiki Kon Facts

- This is the event's 11th year
- Daytime activities free and open to the public
- Over 400 local and national tiki-demographic guests expected to attend
- 3,000 sq. ft. of vending space
- The host hotel features the best nautical-themed bar and restaurant on the West Coast
- 160 hotel rooms, including 19 premium riverside rooms
- Close to downtown Portland and the Portland Int'l Airport, 1 mile from Amtrak station
- Signature Tiki Kon Lounge is adjacent to the vendors area, allowing guests to sip-and-shop
- 10,000-view weekly reach on social media
- Most popular with the 35-54 age group
- Live DJs in vendors area
- Free events to draw shoppers include live DJs, Tiki Kon Lounge, vintage car show, poolside activities



SANDY BOTTOM PRODUCTIONS LLC / www.tikikon.com
vendors@tikikon.com / 503.985.TIKI

© 2013 Sandy Bottom Productions



vending options

Tiki Kon is seeking high-quality, non-food vendors wishing to sell their art and merchandise at our event. We're looking for unique people and products that fit the tiki, nautical and vintage themes of Tiki Kon and that will make our event memorable for our guests.

Island Marketplace, Saturday, 11:00am - 5:00pm

The Island Marketplace is held in the hotel ballroom and is free and open to the public. The room is open and well-lit, with a stunning full-length picture window view of the Columbia River. This year we've expanded the space, and we're planning several new events at the hotel designed to draw larger crowds to Tiki Kon and more vendors and shoppers to your booth.

Adjacent to the vending room, shoppers will find the glamorous Tiki Kon Lounge, serving cocktails from Portland's top tiki bars and allowing customers to "sip and shop." As before, you'll find live DJs in the Marketplace, and we're working on unique ways for you to attract new shoppers and interact with customers.

Mobile Vending Saturday, 11:00am-5:00pm and Friday & Saturday, 7pm - 11pm

If your product is easily carried, such as jewelry, clothing, or small trinkets, you can register for mobile vending. This option allows you to work the crowd during our Friday and Saturday night parties and sell your product.

Room Vending Friday & Saturday, All Day

The outdoor venue for the Saturday night Tiki Kon gala party (weather permitting) is ringed by 19 premium hotel rooms, with windows and doors that open directly onto the action! These rooms are in a prime location and will be highly sought after, but they also provide an excellent opportunity for vending during evening hours.

If you wish to vend from your room, you must reserve one of the deckside rooms before they sell out. You must also register for one of the other vending plans—room vending is an add-on option and is not available by itself. Registered room vendors may place signage outside their rooms and actively solicit business during the event.

Vendor Perks

Based on availability and level of participation

- Ad space in event program
- Social media shout outs
- Inclusion of your card or flyer in VIP gift bags
- Saturday night event admission
- Discounted VIP packages
- VIP gift bag

Vending + Sponsorship = Synergy

Create some serious synergy for your business with a cash or product sponsorship. It's a great way to launch a new product or enter the Portland tiki scene with a splash! We'll include your product in our gift bags, or put your company's name on one of our signature events. Check out our Sponsorship Kit for details—<http://www.tikikon.com/SponsorKit.pdf>



Vendor Guidelines

It's our goal to give you the best possible vending experience and to present our guests with a fun, inviting shopping experience.

Important Dates

| | |
|-------------------------------|----------------------|
| Application deadline: | May 15, 2013 |
| Approval notification: | May 31, 2013 |
| Fee deadline: | June 1, 2013 |
| Vending day: | July 13, 2013 |

Application and Approval

Space is limited, so apply early! Booth and table spaces are first-come, first-served and based on your product and presentation. Our criteria include relevance to the event themes, quality, uniqueness, presentation, vendor history, and limited duplication. Approval and space assignments are made at the discretion of the event staff.

We'll contact you as soon as your application is approved. If payment was not made at the time of application, online payment instructions will be provided, or an alternate method will be arranged. If payment is not received by the payment deadline, we reserve the right to release your reserved space to the next vendor in the waiting list.

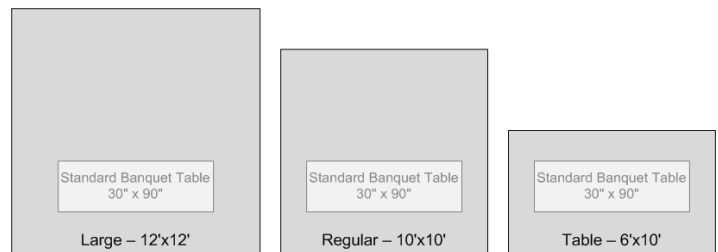
Vendor fees will be refunded if we decline your application, or if we receive your written notice of cancellation no later than 30 days prior to the event date. Notice must be received in writing by mail or fax. Fees will be refunded within 30 days after the event date.

Arrival

When you arrive, please check in with the on-site Vendor Coordinator in the Red Lion ballroom, as there may be last minute loading instructions. The timing of many aspects of our event is finely tuned. We ask that you observe load in/out times and consider the ease and speed of your booth set-up and break-down. If you have a large vehicle or trailer to maneuver, please plan to arrive early.

Space Specifications

Spaces will be measured and marked as requested in your application prior to your arrival on Saturday morning. Displays, equipment or products must fit within the space provided in order to keep walkways clear and respect the other participants.



Safety and Security

Improper and/or inadequate booth stabilization may result in loss of merchandise and create potentially unsafe conditions. The event and/or hotel staff reserves the right to ask any vendor to make immediate necessary adjustments.

Please report any unsafe, disruptive or suspicious behavior to event staff immediately!

Services

Vendors are requested to remain open for business for the full duration of vending hours. Break-down of booths should not begin until the Island Marketplace is closed.

Tables, chairs and electricity for booths and tables will be provided upon request, but vendors must bring their own extension cords, lighting, etc., for use inside the booths. Please indicate your needs on the application form.

Vendors are responsible for cleaning their area of trash, leftovers and waste.



Vendor Guidelines, Cont'd

Vending in Washington

Washington State requires out-of-state vendors to apply for a temporary business license and collect tax on all sales made in the state. We've provided the steps and the links below to make it easy! These URLs are case-sensitive, so click them or copy them exactly.

Before the event...

First, apply for your temporary Washington State business registration. You can file online or by phone. You will receive a UBI tax number, which you will need for the next step. The state will also send you a tax return form.

Temporary Business Registration
<http://1.usa.gov/YbLbWR>
or call 1-800-647-7706

Next, register with the City of Vancouver. Businesses that do less than \$12,000 of business within city limits do not need a business license but must apply for an exemption at least 14 days prior to the event. Use the "Determination of Exemption Checklist."

Vancouver Business Licensing
<http://bit.ly/16oM1yP>
or call 1-360-487-8410 ext 3

At the event...

The simplest approach to collecting sales tax is to include it in your prices and adjust accordingly. Calculating tax to the penny is really not worth the effort in this environment. Use the link below to find out the current tax rates for Vancouver:

Tax Rate Lookup Tool
<http://1.usa.gov/YqZV7b>

After the event...

Finally, file your taxes with the state. You should have received a blank return when you filed for your Washington temporary business registration, with instructions how to file, or you can download a new one or file online.

Excise Tax Return Forms
<http://1.usa.gov/WsofFp>

Room Vending

This year we're offering in-room vending as an exciting new option. We request that vendors wishing to conduct business in their rooms sign up for the appropriate vending plan, in order to preserve the quality of our event and respect other participants.

Registered room vendors may advertise, use signage outside their rooms, and actively solicit business from Tiki Kon guests. All advertising materials must be tasteful and suitable for our event. Due to hotel policy, no signage may be affixed to the hotel structure or furnishings without approval by event staff.

You may serve refreshments in your room, but the hotel doesn't allow outside alcohol in the common areas. All cocktails you bring/make yourself must be consumed in the private guest rooms only. This is to protect the hotel's liquor license and comply with state law.

Thank you!



Load in/out Directions

Load-in time: 9:00am - 10:30am

Vending hours: 11:00am - 5:00pm

Please check in with the on-site Vendor Coordinator when you arrive, and be set up and ready for operation by 10:30 to ensure a prompt opening of our Island Marketplace.

We request that vendors remain open for business during the full duration of the vending hours.

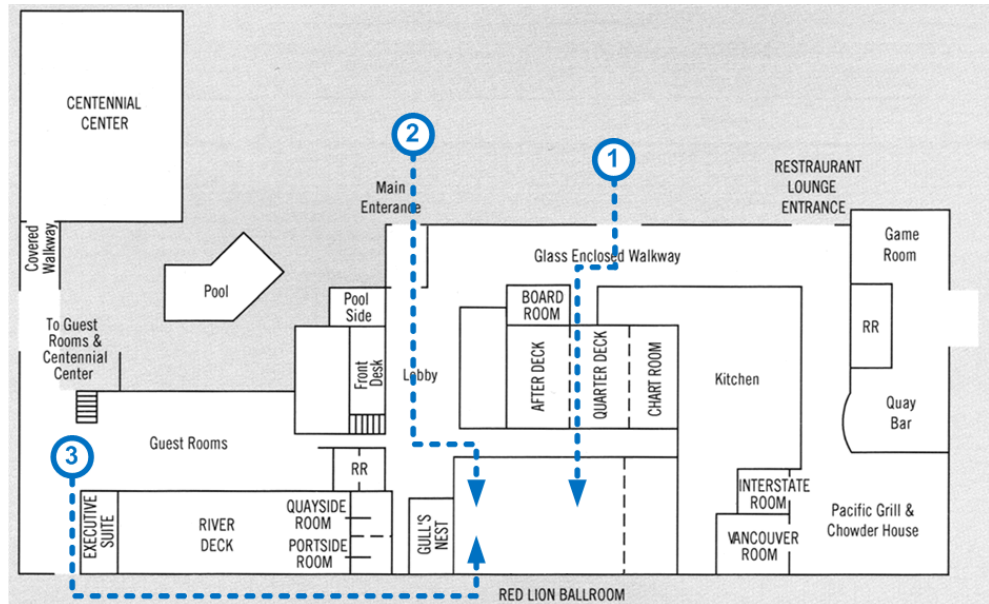
The primary load-in route (#1) starts in the front parking lot, through a service entrance, through the Quarter Deck room, and into the Red Lion ballroom. If the Quarter Deck room is in use on the day of vending (TBD), route #2 should be used. It goes through the main lobby from the front drive. Vendors staying at the hotel may enter using route #3 from the guest rooms, across the River Deck and into the ballroom through the outer door.

Load-out time: 5:00pm - 6:00pm

Please load out using the same routes used for load in. Since the ballroom will be used as the primary Saturday night performance space in the event of inclement weather, we request that all vendors break down their booths and load out promptly.

Our on-site Vending Coordinator will be on hand to ensure the load-in and load-out process goes smoothly. This information is subject to change. Additional instructions will be provided as needed.

**Hotel address: Red Lion at the Quay
100 Columbia Street
Vancouver, WA 98660**





Vendor Application

Please complete this form, sign it, and return it to us; or send us an email with all of the requested information and bring a signed copy on the day of the event. Once we've approved your application, we'll provide a link for online payment of your vendor fees via PayPal or make alternate payment arrangements. You may send payment with your application to reserve your space.

Sandy Bottom Productions
10333 NE Russell Ct
Portland, OR 97220

vendors@tikikon.com
1-503-985-TIKI

Your Name _____

Company _____

Address _____

Phone _____ Mobile _____

Email _____

Website URL _____

Describe the product(s) you wish to vend at Tiki Kon:

To speed up approval, send product and booth design photos to **vendors@tikikon.com**

Do you need electricity? Yes No

Do you need a table & chairs? Yes No

Would you like to be placed on the waiting list if space is not available? Yes No

| Select your vending options: | 12X12 booth \$75 | 10X10 booth \$60 | 6x10 table \$50 | Mobile vending \$50 | Room vending +\$25 |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Booth/table in vendor marketplace | X | X | X | | |
| Program credit/listing | X | X | X | X | |
| Program print ad, quarter page | X | X | | | |
| Website credit/listing | X | X | X | X | |
| Social media shout outs | 3 | 2 | 1 | 1 | +1 |
| Product/media in VIP gift bag | X | X | X | X | |
| Fri or Sat night ticket or credit for VIP tickets* | 2 | 1 | 1 | 1 | +1 |
| SELECT: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

* VIP ticket credit must be requested before tickets sell out





Vendor Application

Please complete and sign this page and return it with your application form, or bring the signed form with you on the day of the event.

HOLD HARMLESS AGREEMENT

This HOLD HARMLESS AGREEMENT is entered into by and between Sandy Bottom Productions LLC, and

_____ ,

[vendor name]

hereafter referred to as "Vendor."

In consideration for being permitted to participate at the 2013 Tiki Kon event as a product vendor or exhibitor, Vendor agrees to indemnify, save and hold harmless Sandy Bottom Productions LLC, the 2013 Tiki Kon event organizers and principals, and the Red Lion at the Quay hotel and its holding company, from any and all claims which may occur to Vendor or Vendor's property from any cause whatsoever, or any and all claims from a person(s) purchasing or evaluating Vendor's goods or services.

VENDOR AGREEMENT

By signing below, Vendor agrees to comply with and accept

1. the instructions provided in the Tiki Kon 2013 Vendor Kit,
2. instructions provided by event staff prior to and during the event,
3. such other rules or operating procedures as Sandy Bottom Productions LLC or event staff may reasonably require for the orderly and timely construction, conduct and dismantling of the event, from the move-in time through the move-out time, and
4. the above Hold Harmless Agreement.

Sandy Bottom Productions LLC shall have full power in the interpretation and enforcement of all rules and regulations contained herein, and the power to make such reasonable amendments thereto and such further rules and regulations as it shall consider necessary for the proper conduct of the Tiki Kon 2013 event, provided same does not materially alter or diminish the contractual rights of Exhibitor.

Signed:

_____ Name

_____ Date

