

# GRAND SESSION 2024

## RED Lion Hotel

2525 N. 20th Avenue ♦ Pasco WA 99301

Tel: 509-547-0701

July 06 – 10, 2024

### VENDORS INFORMATION PACKAGE

The Red Lion Hotel offers a fine exhibit area.

1. **EXHIBIT AREA:**

The exhibits will be located: \_\_\_\_\_

2. **BOOTHS:**

Booths are **\$150.00** each which entitles the exhibitor to one (1) skirted table and two (2) chairs only. All display booth spaces measure 6ft. Any additional furnishings must be provided by Exhibitor.

3. **HOW TO APPLY FOR SPACE:**

Complete the enclosed contract; sign and make one copy for your files. Return the original to:

**The Grand Entertainment Committee**

**Attn.:** Juius W. Brown Jr,

P.O. Box 39333

Lakewood, Washington 98496

4. **FLOOR CAPACITY:**

The floor load capacity throughout the exhibit area is 125 pounds per square foot, "live load." For equipment in excess of this capacity, special arrangements must be made through the Red Lion Hotel, Pasco, WA.

5. **UTILITIES:**

- a) **Electrical:** AC 60-cycle, 120-volt, single phase, AC 60-cycle, 208-volt, single phase, AC 60-cycle, 120-208 volt, 3 phases, 4 wire current.
- b) **Telephone:** Please contact Sale Director:

6. **HOTEL ACCOMODATIONS:**

The exhibitor upon request can obtain room and hospitality suite reservations by calling 1-206-246-8600. If you have any problems, please call the Convention Director,

**Julius W. Brown at 253-222-6067.**

7. **RULES AND REGULATIONS:**

Exhibit Rules and Regulations are enclosed, along with a contract for exhibit space.

## **EXHIBITOR RULES AND REGULATIONS**

### **A. ASSIGNMENT OF DISPLAY SPACE:**

All booth display assignments will be made according to the date of receipt of application by the Grand Entertainment Committee. Applicants are requested to select four (4) location Preferences. In the event that all location preferences are committed, the Grand Entertainment Committee will contact the applicant to provide other satisfactory space.

### **B. RESPONSIBILITIES OF VENDOR PRODUCTS:**

All Vendors will be sole responsible for the security and storage of their respective vending products. The Red Lion Hotel in Pasco, Washington nor The Grand Entertainment Committee will not be responsible to provide security and storage for any vendor products. Any items brought to the hotel by vendors shall indemnify and hold harmless the Grand Lodge Grand Entertainment committee and the Red Lion Hotel in Pasco, Washington for any cause resulting or connected with the transportation, placing, replacing, stolen, miss placing of moneys, goods, removal or display of exhibits.

### **C. CONTRACT FOR DISPLAY SPACE:**

The Grand Entertainment Committee reserves the right to cancel any contract with an exhibitor at any time prior to, or during, the Grand Session conference and reserves the right to re-assign the exhibit space allotted under such contract. No application shall become a contract until Approved and assigned by an authorized representative of the Grand Entertainment Committee.

### **D. PAYMENT FOR DISPLAY SPACE:**

1. All Contracts must make payment in full and in Advance.
2. Make checks payable to Grand Entertainment Committee and mail payment to:

The Grand Entertainment Committee  
Attn.: Juius W. Brown Jr,  
P.O. Box 39333  
Lakewood, Washington 98496

### **E. INSTALLATION, EXHIBITS, HOURS AND DISMANTLING:**

Note: Exhibit hours are tentative and subject to change.

1. **Installation:** Start-up times for all exhibits are Saturday July 06, 2024 at 8:00am.

2. <b><u>Exhibit Hours:</u></b>	Saturday	July 06, 2024	8:00am- 6:00pm
	Sunday	July 07, 2024	8:00am - 6:00pm
	Monday	July 8, 2024	8:00am-6:00pm
	Tuesday	July 9, 2024	8:00am - 6:00pm
	Wednesday	July 10, 2024	8:00am·6:00pm

3. **Dismantling:** Dismantling for all exhibits is Wednesday, July 10, 2024 NLT 6:00pm.

**EXHIBIT BOOTH CONTRACT**

**INSTRUCTIONS:**

1. This is a contract entered with the Grand Entertainment Committee, Most Worshipful Prince Hall Grand Lodge, State of Washington and Jurisdiction.
2. Please read each of the Rules and Regulations appearing on the contract thoroughly and carefully.
3. Complete the contract in full; sign it and reproduce one copy for your files and return the original to: **The Grand Entertainment Committee**  
**Attn.: Julius W. Brown Jr.**  
P.O. Box 39333 • Lakewood, Washington 98496
4. **Payment for Space:**
  - a) All booths assigned must be paid in full with a check or money order.
  - b) Make check or money order payable to Grand Entertainment Committee. I, \_\_\_\_\_ (Name in Full) a legal representative of \_\_\_\_\_ (Company) request exhibit space as indicated below for use at the 2024 Annual Grand Session to be held at the Red Lion Hotel in Pasco, Washington, July 06 - 10, 2024.

5. **Booth(s) (Please print or type):**

5. **AGREEMENT:**

a) Total number of spaces requested:

\_\_\_\_\_ Booth(s) @ \$150.00 each = \$ \_\_\_\_\_ (Check or Money Order only - NO REFUND)

Preferred Location (indicated Space No):

1st Choice: \_\_\_\_\_ 2nd Choice: \_\_\_\_\_ 3rd Choice: \_\_\_\_\_ 4th Choice: \_\_\_\_\_

Submitted By (Name of Firm/Company): \_\_\_\_\_  
(To be listed in Exhibit Hall directory exactly as shown)

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Contact Info: \_\_\_\_\_  
(Business) (Mobile) (Fax)

**I, the undersigned have read agree to all conditions and will comply with the exhibit rules and regulations appearing on this contract.**

\_\_\_\_\_  
(Print Name and Title)

\_\_\_\_\_  
(Signature and Date)

**DO NOT WRITE BELOW THIS LINE- FOR GEC USE ONLY**

\*\*\*\*\*

Application Received: \_\_\_\_\_ Spaces Requested: \_\_\_\_\_ Spaces Requested: \_\_\_\_\_  
(Date)

Approved By: \_\_\_\_\_  
(Print Name and Title)

\_\_\_\_\_  
(Signature and Date)

2022 MWPHGL WA GRAND SESSION - VENDOR FORYER SETUP AREA  
RED LION HOTEL - PASCO WASHINGTON



**NOTE: SET-UP NOT  
DRAWN TO SCALE**