

WESTERN NEW YORK VILLAGE SUPERINTENDENTS ASSOCIATION

36th ANNUAL EQUIPMENT SHOW

WEDNESDAY, APRIL 11, 2018

**ROCHESTER TECH. PARK, BLDG. #4
INNOVATION WAY
ROCHESTER, NY 14624**

**ONE DAY ONLY!!
9AM – 3PM**



Over \$3,000 in door prizes to be given away by WNYVSA!

SHOW CONTACTS: Harry Donahue, Secretary/Treasurer
1191 Lawrence Rd, Hilton, NY 14468
(Ph) 585-637-1060 (Fax) 585-637-1062
(Email) hdonahue@brockportny.org

COST:

Small area	10' x 10'	\$375.00
Medium area	20' x 20'	\$575.00
Large area	30' x 30'	\$750.00

**If you do not use the new
remit to address, you risk not
being registered for the
Equipment Show!**

REGISTRATION:

Complete the registration form, and send a check for the full amount of your desired space, including electric. No **registrations will be accepted until accompanied by full payment.** Space will be assigned by association members.

➔ Each Vendor **MUST** supply a current certificate of insurance in the amount of \$1,000,000 listing both **WNY Village Superintendent's Association, 1191 Lawrence Rd, Hilton, NY 14468**, as well as, **Tech. Park Owner, LLC, 789 Elmgrove Road, Rochester, NY 14624** as additional insured's.

SETUP:

Tuesday, April 10, 2018 has been reserved from 8:30 a.m. - 3:00 p.m. as set up day. We must emphasize that **ABSOLUTELY NO HEAVY EQUIPMENT WILL BE ALLOWED TO BE MOVED IN THE DAY OF THE SHOW.** However, some carry -in products will be allowed on the day of the show.

TABLES, CHAIRS & ELECTRIC:

- Only one table and two chairs will be supplied and included with the cost of each booth. **NO EXTRAS WILL BE AVAILABLE YOU MUST BRING YOUR OWN.**
- 120 volt electrical connections are available, and will be charged at a rate of **\$10.00** for each connection. 220-volt electrical connections are available in **specific** locations only. Contact show coordinators for availability.

EQUIPMENT:

As a requirement of the Gates Fire Marshal, equipment and vehicles should have minimum amounts of fuel and after final placement at the show; one battery cable must be removed and taped. All equipment and belongings must be out of the buildings by 5:00pm on the day of the show. **Any vendor that leaves behind any oil or grease will incur an additional cleaning charge.**

- Any vendors using propane cylinders must make sure they are **empty** or removed from the building Tuesday night. They can be brought back in the building the day of the show.
- If the space you rented does not fit your equipment you will be asked to remove it or be charged for another booth space. **Everything** you bring must fit within your rented space.

WESTERN NEW YORK VILLAGE SUPERINTENDENTS ASSOCIATION

ANNUAL EQUIPMENT SHOW

REGISTRATION FORM

WEDNESDAY, APRIL 11, 2018

ROCHESTER TECH. PARK, BLDG. #4, INNOVATION WAY, ROCHESTER, NY 14624



Each Vendor **MUST** supply a current certificate of insurance in the amount of \$1,000,000 listing both **WNY Village Superintendent's Association, 1191 Lawrence Rd, Hilton, NY 14468**, as well as, **Tech. Park Owner, LLC, 789 Elmgrove Road, Rochester, NY 14624** as additional insured's.

All forms should be submitted with registration form and payment.

NOTE: If the space you rented does not fit your equipment you will be asked to remove it or be charged for another booth space. Everything you bring must fit within your rented space. Any vendor that leaves behind any oil or grease will incur an additional cleaning charge.

Over \$3,000 in door prizes to be given away by WNYVSA!

Company Name: _____ Type of Business _____

Company Tax I.D.No. (Required) _____

Address: _____

Telephone: _____ Confirmation Fax # _____
(This is # that will receive your fax confirmation)

Person: _____ Confirmation E-Mail: _____
(Please provide an e-mail address for contact info.)

Cell No: _____

	COST	# REQUIRED	TOTAL \$
10' X 10' SPACE	\$375.00 Each		
20' X 20' SPACE	\$575.00 Each		
30' X 30' SPACE	\$750.00 Each		
Electric Outlets	\$ 10.00 Each		

Grand Total \$ _____

Please make checks payable to: **"W.N.Y. Village Supt. Association"** and enclose with registration and certificate of insurance. Reservation Confirmation will be sent via email or fax – please be sure to provide your information above.

ALL CHECKS MUST BE MAILED To: Harry Donahue, 1191 Lawrence Rd, Hilton, NY 14468
DEADLINE TO REGISTER IS APRIL 4, 2018



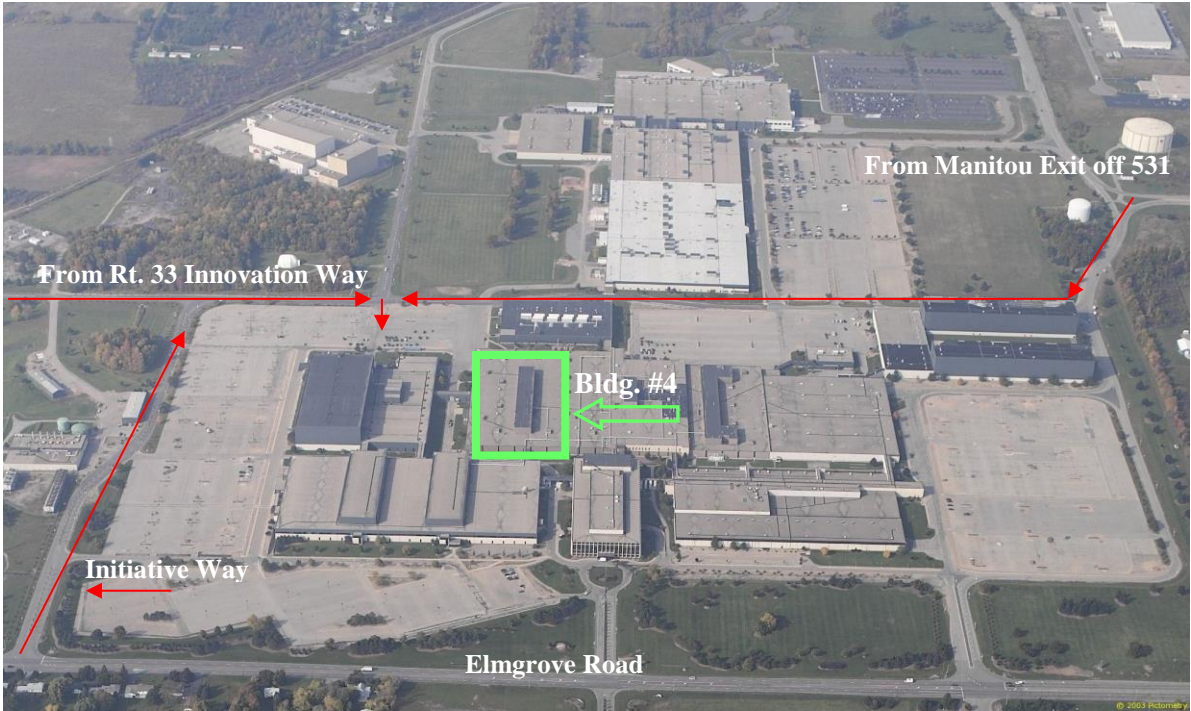
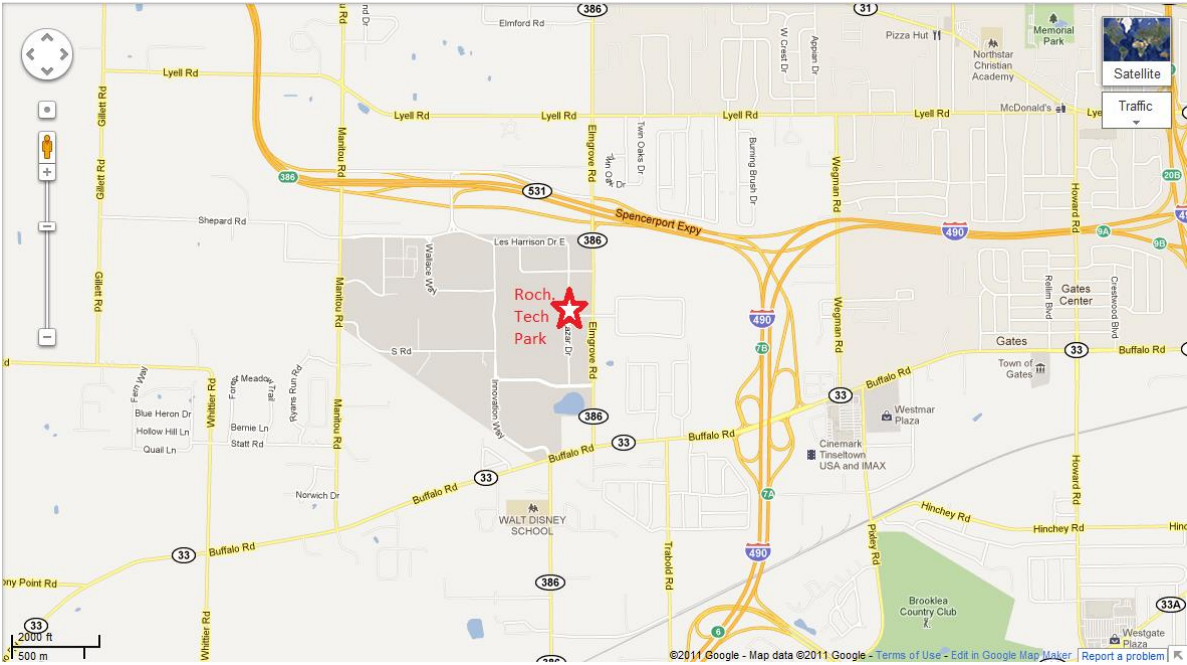
Door Prizes

We are asking each vendor to provide a door prize(s) of their choice (hats, t-shirts, etc.). A ticket will be given to each attendee. The number on the ticket given to each attendee will correspond to ticket(s) provided for the vendors' door prize(s). This will encourage those attending to visit all vendors' booths. Please indicate the number of door prizes available so that we may have this info available for equipment show personnel on setup day (Tuesday April 10, 2018). **Number of door prizes** _____

FOR ASSOCIATION USE ONLY

Date Received _____ Check No. _____ Amount Rec'd _____ Confirmed _____

ROCHESTER TECH. PARK – BLDG. #4 INNOVATION WAY, ROCHESTER, NY 14624



From The East

I-490 West to Route 531. Route 531 to Elm Grove Road Exit, Left on Elm Grove Rd, to Initiative Way entrance on the right. Follow signs to equipment show. Take Elm Grove Exit – Not Tech Park Exit.

From The West

Take Route 33 to Innovation Way, Left onto Innovation Way – turn right to Bldg. #4 **OR**
Take Route 531E to Roch. Tech Park Exit (Manitou Rd) to Innovation Way Follow Signs to Bldg. #4