

WESTERN NEW YORK VILLAGE SUPERINTENDENTS ASSOCIATION

# 37th ANNUAL EQUIPMENT SHOW

## WEDNESDAY, APRIL 10, 2019

ROCHESTER TECH. PARK, BLDG. #4  
2392 INNOVATION WAY  
ROCHESTER, NY 14624

ONE DAY ONLY!!  
9AM – 3PM

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

**DEADLINE TO REGISTER IS APRIL 3, 2019 – NO EXCEPTIONS**

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

**BOTH INSURANCE CERTIFICATES MUST BE INCLUDED WITH REGISTRATION. PLEASE ADVISE YOUR INSURANCE CARRIER NOT TO MAIL CERTS DIRECTLY TO TECH PARK OWNER, LLC.**

**COST:**

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

**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. *(MUST MAILED WITH REGISTRATION & PAYMENT)*

**SETUP:**

Tuesday, April 9, 2019 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

**37<sup>th</sup> ANNUAL EQUIPMENT SHOW**

**REGISTRATION FORM**

**WEDNESDAY, APRIL 10, 2019**

ROCHESTER TECH. PARK, BLDG. #4, 2392 INNOVATION WAY, ROCHESTER, NY 14624



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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.

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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 3, 2019 – NO EXCEPTIONS**

**Registration form and insurance certificates must be mailed in with payment.**

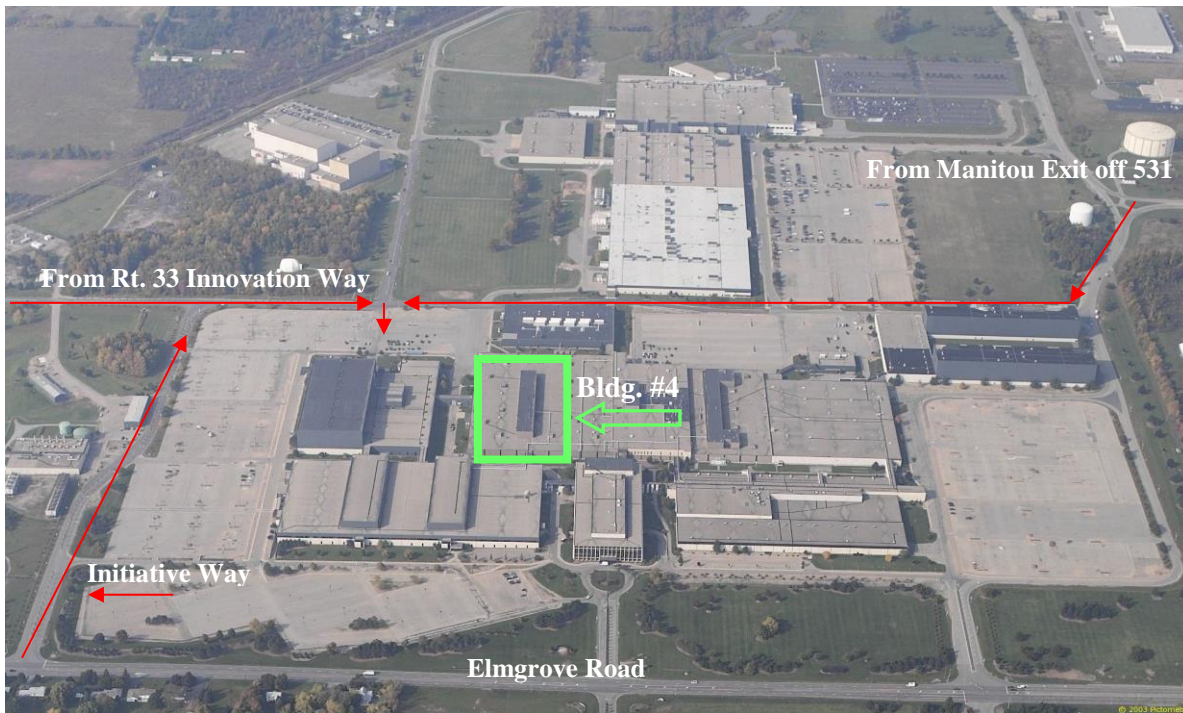
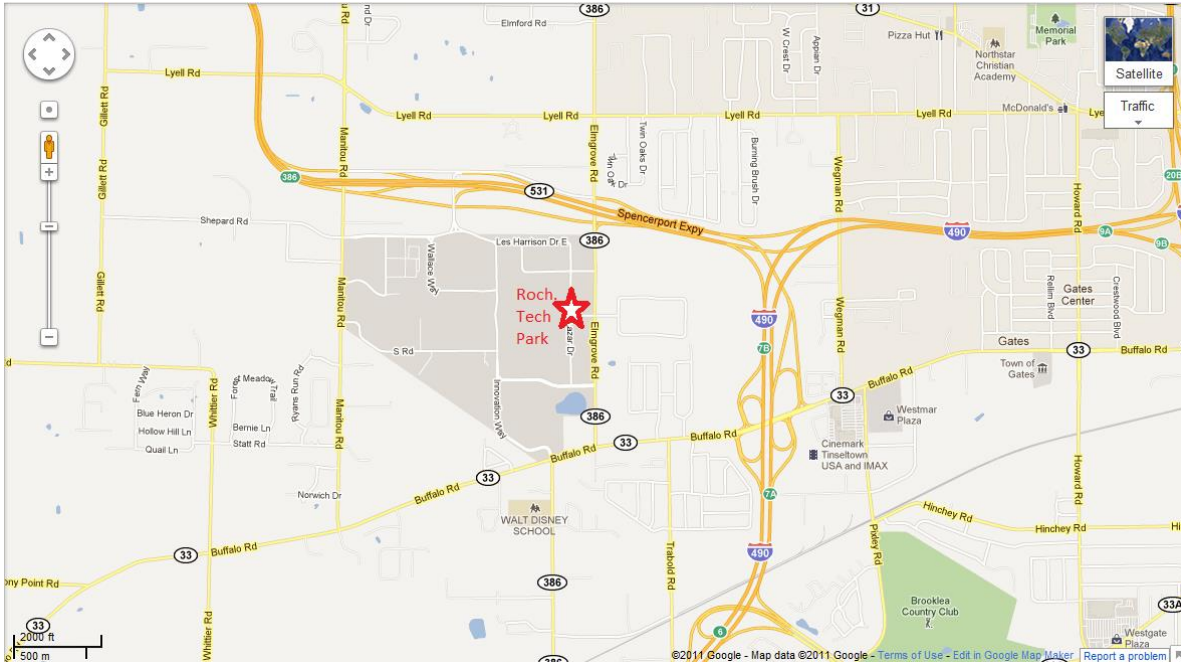
**Door Prizes**

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 2392 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