

THREE RIVERS CONVENTION CENTER  
7<sup>TH</sup> ANNUAL TATTOO CONVENTION  
FRIDAY, SEPTEMBER 23<sup>RD</sup>, 2016  
SATURDAY, SEPTEMBER 24<sup>TH</sup>, 2016  
SUNDAY, SEPTEMBER 25<sup>TH</sup>, 2016

**EXHIBITOR AGREEMENT**

BOOTHS WILL BE AVAILABLE AT A COST OF \$400.00 FOR AN 8X10 BOOTH OR \$800 FOR AN 8X20 BOOTH FOR THE THREE DAY EVENT. THIS INCLUDES POWER, TABLE, CHAIRS, TRASHCAN (NO LID), TWO ARTIST CREDENTIALS AND ONE ASSISTANT CREDENTIAL. THERE WILL BE AN **ADDITIONAL CHARGE OF \$30.00 FOR EACH ADDITIONAL ARTIST OR ASSISTANT PER BOOTH**, WITH A FOUR ARTIST LIMIT PER BOOTH NO EXTRA PASSES WILL BE GIVEN OUT. ALL PASSES ARE \$30.00 EACH. NO REPLACEMENTS WILL BE GIVEN~!

THREE RIVERS CONVENTION CENTER HAS THE RIGHT OF REFUSAL IF ANY OF THE TERMS ARE NOT MET, INCLUDING BUT NOT LIMITED TO: THREE RIVERS TATTOO CONVENTION RULES AND REGULATIONS; HEALTH REQUIREMENTS; **NO ESCORTING UNPAID ARTISTS, CLIENTS OR PATRONS.**

SHOP NAME: \_\_\_\_\_ WEB SITE: \_\_\_\_\_

SHOP ADDRESS: \_\_\_\_\_ CITY/STATE/ZIP: \_\_\_\_\_

SHOP TELEPHONE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

UBI #: \_\_\_\_\_

\*OUT OF STATE SHOPS PLEASE CALL **1-800-647-7706** TO OBTAIN **TEMPORARY UBI #.**

CONTACT ARTIST NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

ARTIST NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ASSISTANT NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**ADDITIONAL REQUESTS**

ARTIST NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ARTIST NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ASSISTANT NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**PAYMENT METHOD**

BUSINESS CHECK DUE BY SEP. 1<sup>ST</sup>, 2016

MONEY ORDER/CASHIER'S CHECK DUE BY SEP. 1<sup>ST</sup>, 2016

\*MAKE PAYABLE TO THREE RIVERS CONVENTION CENTER

VISA/MASTERCARD/AMEX\* DUE BY SEP. 16<sup>TH</sup>, 2016

\*CREDIT CARD AUTHORIZATION FORM INCLUDED – PLEASE MAIL OR FAX BACK WITH CONTRACT

DATE SUBMITTED: \_\_\_\_\_

BOOTH: ONE \$400.00 \_\_\_\_\_ TWO \$800.00 \_\_\_\_\_ THREE \$1200.00 \_\_\_\_\_

ADDITIONAL (\$30 PER PERSON): \$30 X \_\_\_\_\_ = \_\_\_\_\_

TOTAL ENCLOSED: \$ \_\_\_\_\_

SUBJECT TO THE TERMS AND CONDITIONS SET FORTH ON THIS AGREEMENT, AND ANY ACCOMPANYING ATTACHMENTS, WHICH ARE INCORPORATED INTO AND FORM A PART OF THIS AGREEMENT. UPON ACCEPTANCE BY THREE RIVERS TATTOO CONVENTION... SHOW (HEREAFTER REFERRED TO AS "CENTER"), WE THE UNDERSIGNED, (HEREAFTER REFERRED TO AS "EXHIBITOR") AGREE TO RENT BOOTH SPACE(S) FROM CENTER FOR PARTICIPATION IN THE 2016 THREE RIVERS TATTOO CONVENTION AGREES PARTICIPATION IS CONTINGENT UPON PAYMENT IN FULL OF ALL BOOTH SPACE(S)

EXHIBITOR SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_



## **TATTOO CONVENTION PAYMENT POLICY**

PAYMENT FOR SPACES UTILIZED FOR THE **2016 THREE RIVERS TATTOO CONVENTION** WILL BE AS FOLLOWS:

ALL DEPOSITS ARE NON-REFUNDABLE, NON-TRANSFERABLE.

**VENDOR** AGREES TO PAY 100% OF THE ANTICIPATED CHARGES DUE TO **CENTER** PRIOR TO THE START TIME OF THE EVENT AS NOTED ABOVE. CHARGES INCURRED ABOVE AND BEYOND ANTICIPATED ARE DUE AND PAYABLE TO **CENTER** UPON THE RECEIPT OF INVOICE. IN THE EVENT A BOOTH SPACE IS NOT PAID IN FULL PRIOR TO SHOW DATES, RESERVED BOOTH SPACE AND DEPOSIT SHALL BE FORFEITED AT **VENDOR'S** EXPENSE. ALL PAYMENTS ARE TO BE MADE PAYABLE TO THE **THREE RIVERS CONVENTION CENTER**

A SERVICE CHARGE OF \$25.00 WILL BE IMPOSED ON ANY CHECKS RETURNED FOR NON-SUFFICIENT FUNDS. **CENTER** WILL PURSUE ALL LEGAL AND CIVIL AVENUES ALLOWABLE BY LAW TO COLLECT THE DEBT. (PLEASE INCLUDE VENDOR NAME ON ALL CHECKS)

**CHECK PAYMENT IS DUE NO LATER THAN SEPTEMBER 1<sup>ST</sup>, 2016.**

**CREDIT CARD PAYMENT IS DUE NO LATER THAN SEPTEMBER 16<sup>TH</sup>, 2016.**

### **MAIL TO:**

THREE RIVERS TATTOO CONVENTION  
7016 W. GRANDRIDGE BLVD.  
KENNEWICK, WA 99336

### **EVENT HOURS:**

THURSDAY 09/22/2016 2:00PM – 9:00 PM EXHIBITOR LOAD IN

FRIDAY 09/23/2016 – 9 AM – 11 PM EXHIBITOR LOAD IN DOORS OPEN AT 12:00 P.M. TO 11:00 P.M. – TATTOO SHOW

SATURDAY 09/24/2016 – 9 AM ACCESS, PUBLIC DOORS OPEN AT 11:00 A.M. TO 11:00 P.M. – TATTOO SHOW

SUNDAY 09/25/2016 – 9 AM ACCESS, PUBLIC DOORS OPEN 11:00 A.M. TO 6:00 PM – TATTOO SHOW

SUNDAY 09/25/2016 – 6:00 P.M. TO 8:00 P.M. – EXHIBITOR CLEAN-UP/MOVE-OUT

**CENTER:** FOR THE PURPOSE OF THIS AGREEMENT, ANY MENTION OR REFERENCE TO THE “CENTER” MEANS THE THREE RIVERS CONVENTION CENTER, KENNEWICK, WA.

**BOOTH:** THE EXHIBITOR WILL BE RENTED AN ASSIGNED SPACE AND AN AREA NOT TO EXCEED BOOTH BOUNDARIES. NO DISPLAYS OR SIGNAGE WILL BE PERMITTED OUTSIDE THIS SPACE WITHOUT WRITTEN PERMISSION FROM SHOW MANAGEMENT. MANAGEMENT RESERVES THE RIGHT TO CHANGE BOOTH ASSIGNMENT.

**RENTAL:** **THE BOOTH RENTAL IS EXCLUSIVE TO THE EXHIBITOR WHOSE NAME APPEARS ON THIS AGREEMENT AND NO PORTION OF THE SPACE CAN BE SUBLET OR ASSIGNED.** THE EXHIBITOR SHALL FORFEIT HIS RIGHT TO THE SPACE, ALL RENTAL MONIES PAID, AND UPON DEMAND BY MANAGEMENT, PAY ANY BALANCE OWING IF THE EXHIBITOR FAILS TO OCCUPY, USE THE SPACE, OR HAVE THE EXHIBIT COMPLETED AND IN PLACE BY THE OPENING OF THE SHOW.

**RESTRICTIONS:** THE MANAGEMENT RESERVES THE RIGHT TO RESTRICT OR REMOVE, WITHOUT REFUND, ANY EXHIBITS THAT HAVE BEEN FALSELY ENTERED OR DEEMED BY THE MANAGEMENT TO BE UNSUITABLE OR OBJECTIONABLE. \*NO SMOKING OR DRINKING OF ALCOHOLIC BEVERAGES IS ALLOWED EXCEPT IN THOSE AREAS SET ASIDE FOR SUCH.\* EXHIBITORS USING SOUND AS A MARKETING DEVICES SHALL DO SO IN A MANNER NOT TO DISTURB OR AFFECT THE BUSINESS OF OTHER EXHIBITORS. P.A. DEVICES OR MICROPHONES ARE STRICTLY PROHIBITED. \*NO HELIUM BALLOONS OF ANY KIND ARE ALLOWED IN THE CENTER.\* EXHIBITORS SHALL NOT USE ADHESIVES OR FASTENERS IN ANY WAY TO AFFIX ANY ITEM TO ANY PORTION OF THE CENTER.\* ALL EXHIBITORS ARE REQUIRED, AT THEIR EXPENSE OF MONIES OR EFFORTS, TO SECURE ANY LICENSES, PERMITS, OR MAKE ANY CONTACTS NECESSARY TO COMPLY WITH LOCAL HEALTH PERMITS, FIRE CODES, TAX COLLECTION AND PAYMENT REQUIREMENTS, AS WELL AS ANY CITY, COUNTY, STATE OR FEDERAL REGULATION OR LAWS THAT WOULD BE BINDING ON THE EXHIBITOR. BOOTH CLOSURE BY ANY GOVERNMENTAL BODY WILL REFLECT SOLELY ON THE EXHIBITOR AND NO REFUNDS WILL BE MADE.

**SAMPLING:** EXHIBITORS MAY SAMPLE ONLY PRODUCTS THAT THEY NORMALLY SERVE OR PRODUCE IN THEIR BUSINESS. UNDER NO CIRCUMSTANCES WILL SAMPLES BE SOLD. SAMPLE SIZES ARE AS FOLLOWS: NON-ALCOHOL 2 OZ., FOOD 1 OZ.

**CANCELLATION:** SHOULD THE EXHIBITOR CANCEL THIS AGREEMENT FOR ANY REASON, OR SHOULD MANAGEMENT DEEM THE EXHIBITOR IN DEFAULT OR IN VIOLATION OF THIS AGREEMENT, ALL MONIES PAID TO MANAGEMENT BY EXHIBITOR SHALL BE RETAINED BY MANAGEMENT. FURTHER, ANY BALANCES DUE SHALL BE CONSIDERED OWING AND UPON DEMAND, EXHIBITOR WILL PAY SAID BALANCE TO MANAGEMENT.

**INDEMNIFICATION:** BY SIGNING THIS AGREEMENT THE EXHIBITOR SHALL DEFEND, INDEMNIFY AND HOLD HARMLESS THE THREE RIVERS CONVENTION CENTER, VENUWORKS FACILITY MANAGEMENT OF KENNEWICK, LLC., KENNEWICK PUBLIC FACILITIES DISTRICT, VENUWORKS FACILITY MANAGEMENT, INC.; THEIR PARENTS, SUBSIDIARIES, AFFILIATES, DIRECTORS, OFFICERS, EMPLOYEES, INSURERS, AND AGENTS HEREIN FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES, INCLUDING ATTORNEYS' FEES ARISING OUT OF OR RESULTING FROM THE ACTS, ERRORS, OMISSIONS, CONDUCT OR OPERATIONS OF THE EXHIBITOR, PROVIDED THAT ANY SUCH CLAIM, DAMAGE, LOSS OR EXPENSE (1) IS ATTRIBUTABLE TO BODILY INJURY, SICKNESS, DISEASE OR DEATH OR TO INJURY TO OR DESTRUCTION OF TANGIBLE PROPERTY, INCLUDING THE LOSS OF USE RESULTING THERE-FROM, AND (2) IS CAUSED OR IS CLAIMED OR ALLEGED TO HAVE BEEN CAUSED, IN WHOLE OR IN PART, BY NEGLIGENT ACT, ERROR, OMISSION, CONDUCT OR OPERATION OF THE EXHIBITOR, OR ANY SUBCONTRACTOR, OR ANYONE DIRECTLY OR INDIRECTLY EMPLOYED BY ANY OF THEM OR ANYONE FOR WHOSE ACTS ANY OF THEM MAY BE LIABLE, OR (3) IS ABUSED OR IS CLAIMED TO HAVE BEEN CAUSED, IN WHOLE OR IN PART, BY ANY PRODUCT SOLD OR SERVICE RENDERED BY THE EXHIBITOR, ITS AGENTS, EMPLOYEES, OR SUBCONTRACTORS.

# THREE RIVERS TATTOO CONVENTION

## HEALTH AND SAFETY GUIDELINES

IN COOPERATION WITH PUBLIC HEALTH – BENTON COUNTY TO ENSURE A SAFE AND HEALTHY TATTOO CONVENTION FOR ALL PARTICIPANTS, STAFF, VOLUNTEERS AND THE ATTENDING PUBLIC, THESE GUIDELINES ARE REQUIRED FOR PARTICIPATION IN THE EVENT. THESE REQUIREMENTS ARE WRITTEN IN CONSIDERATION OF WASHINGTON ADMINISTRATIVE CODE (WAC) 246-145 AND FEDERAL OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION 29 CFR 1910.1030 “OCCUPATION EXPOSURE TO BLOOD BORNE PATHOGENS.”

**INDIVIDUAL BOOTHS THAT DO NOT COMPLY WITH THREE RIVERS TATTOO CONVENTION HEALTH AND SAFETY GUIDELINES MAY BE CLOSED WITHOUT ANY COMPENSATION OR REIMBURSEMENT OF CONVENTION FEES, TRAVEL EXPENSES OR LOST INCOME.** A HEALTH CHECK IN CREW WILL BE AVAILABLE THURSDAY MORNING PROVIDING CHECKLISTS IN ORDER TO PREPARE YOU FOR INSPECTIONS. EVERY BOOTH THAT WILL BE TATTOOING AND PIERCING MUST GO THROUGH THIS CHECK IN ORDER TO BE ABLE TO OPEN ON FRIDAY. PLEASE DON'T HOLD US UP BY BEING LATE OR BY NOT HAVING THE NECESSARY REQUIREMENTS.

### ARTIST REQUIREMENTS

1. ALL PERSONS WHO HAVE A REASONABLE ANTICIPATED RISK FOR SKIN, EYE, OR MUCOUS MEMBRANE CONTACT WITH BLOOD SHOULD COMPLY WITH STANDARD PRECAUTIONS/BODY SUBSTANCE ISOLATION. ALL ARTISTS TATTOOING OR PIERCING **MUST** HAVE CURRENT BLOOD BORNE PATHOGEN TRAINING AS DESCRIBED IN 29 CFR 1910.1030. CERTIFICATE SHOULD BE NO OLDER THAN 2 YEARS AND *YOU WILL BE ASKED TO SHOW CERTIFICATE AT CHECK IN. ALL BODY ARTISTS WHO WILL BE WORKING IN YOUR BOOTH MUST SHOW THEIR INDIVIDUAL CERTIFICATE. ONE CERTIFICATE WILL NOT COVER THE WHOLE SHOP.*
2. ARTISTS SHOULD NOT PERFORM ANY TATTOO OR PIERCING PROCEDURES IF THEY ARE ILL OR EXPERIENCING SYMPTOMS SUCH AS DIARRHEA, VOMITING, JAUNDICE, RASH OR OPEN SKIN INFECTIONS SUCH AS BOILS, IMPETIGO OR SCABIES.
3. ARTISTS MUST KEEP CONSENT FORMS FOR EACH CLIENT. ADDITIONALLY, ALL ARTISTS MUST PROVIDE AFTERCARE INSTRUCTIONS FOR EACH CUSTOMER. *SAMPLES WILL BE ASKED FOR AT CHECK IN.*
4. ARTISTS MUST WASH THEIR HANDS BEFORE AND AFTER TAKING ANY BREAKS. ADDITIONALLY, ARTISTS MUST WASH THEIR HANDS OR USE AN APPROVED HAND-WASHING ALTERNATIVE BETWEEN CLIENTS. *PLEASE SHOW US YOUR ALCOHOL WIPES OR ANTIMICROBIAL HAND WIPES AT CHECK IN.*

### BOOTH REQUIREMENTS

1. CHAIRS AND SURFACES MUST BE NON-ABSORBENT, WATER IMPERVIOUS AND EASILY CLEANED. NO CLOTH CHAIRS SHOULD BE USED, AND MASSAGE TABLES AND ARMRESTS MUST BE PROPERLY COVERED WITH PLASTIC BARRIERS OR MEDICAL GRADE DISPOSABLE DRAPE SHEETS USED ONE-TIME ONLY.
2. EACH BOOTH IS RESPONSIBLE FOR BRINGING THEIR OWN CLEANING AND DISINFECTING SUPPLIES. THESE MUST BE HOSPITAL GRADE, TUBERCULOCIDAL, EPA-APPROVED DISINFECTANTS. EACH BOOTH MUST BRING ENOUGH CLEANING AND DISINFECTING SUPPLIES TO LAST THE ENTIRE DAY/CONVENTION. MAKE SURE TO FOLLOW KILL-TIME AS APPROPRIATE FOR YOUR PRODUCT.
3. EACH ARTIST OR BOOTH MUST HAVE ENOUGH TOOLS STERILIZED BY AUTOCLAVE AND SINGLE USE EQUIPMENT TO LAST THE ENTIRE DAY/CONVENTION. ***ALSO BRING A CURRENT SPORE TEST (NO MORE THAN 30 DAYS OLD) AND MAKE SURE ALL PACKAGES ARE PROPERLY DATED WITHIN THE TIME OF THE SPORE TEST.*** IF YOU USE PRE-STERILIZED DISPOSABLE SHARPS AND TUBES MAKE SURE THE EXPIRATION DATES ARE VALID. IF YOU ONLY USE PRE-STERILIZED EQUIPMENT THE SPORE TEST OF YOUR INDIVIDUAL MACHINE WILL NOT BE REQUIRED. AT CHECK IN WE WILL ASK TO SEE GLOVES, RAZORS, INK CUPS, PAPER TOWELS, PENS, RUBBER BANDS, RINSE CUPS, CLIP CHORD COVERS, TATTOOING COMPOUND/TONGUE DEPRESSORS ETC... AS SINGLE USE EQUIPMENT.

4. **ARTISTS SHOULD BRING ENOUGH STERILIZED SHARPS AND TOOLS TO LAST FOR THE DURATION OF THE CONVENTION. FACILITIES WILL NOT BE PROVIDED FOR THE PROCESSING OF CONTAMINATED TOOLS. SCRUBBING, RINSING, AUTOCLAVING, OR THE USE OF ULTRASONIC CLEANERS WILL BE PROHIBITED FROM THE CONVENTION SITE.**

5. DISPOSABLE SHARPS (TATTOO OR PIERCING NEEDLES, E.G.) OR REUSABLE SHARPS (TATTOO TUBES OR PIERCING TOOLS) CONTAINERS MUST BE CLEARLY MARKED AND STORED WHERE THEY ARE INACCESSIBLE TO CUSTOMERS. SHARPS MUST BE DISPOSED OF IN LEAK PROOF, RIGID, PUNCTURE RESISTANT CONTAINERS. **DISPOSABLE SHARPS CONTAINERS WILL NOT BE PROVIDED.** YOU MUST BRING DISPOSABLE SHARPS CONTAINERS AND A BIOHAZARD/SEALED CONTAINER FOR YOUR USED TUBES (UNLESS YOU USE DISPOSABLE TUBES), AND SHOW US AT CHECK IN.

6. **FOOD IS PROHIBITED IN THE BOOTH.** ARTISTS MAY KEEP CLOSED OR LIDDED BEVERAGES AT THE FRONT TABLE. ONLY THE INDIVIDUAL BEING TATTOOED OR PIERCED MAY HAVE FOOD OR BEVERAGES NEAR THE PROCEDURAL AREA.

7. ARTISTS MUST USE PROPER ABSORBENT BANDAGES! MANY TATTOO SUPPLY COMPANIES AND ALL MEDICAL SUPPLY COMPANIES SELL THEM. **SARAN WRAP IS NOT A BANDAGE.** IF WE SEE CLIENTS IN SARAN WRAP WE WILL RE-BANDAGE THEM AND GIVE YOU A WARNING. *AFTER SEVERAL WARNINGS YOU MAY BE ASKED TO LEAVE THE CONVENTION.* KEEP YOUR ART SAFE FROM INFECTIONS. SHOW IT OFF AT TATTOO OF THE DAY.

## GENERAL REQUIREMENTS

1. CHAIRS AND SURFACES MUST BE NON-ABSORBENT, WATER IMPERVIOUS, AND EASILY CLEANED.
2. THE TATTOOING OF MINORS IS PROHIBITED IN WASHINGTON STATE, WITH OR WITHOUT PARENTAL CONSENT.
4. ALL PERSONS SUCH AS VOLUNTEERS AND VENDORS WHO HAVE A REASONABLE ANTICIPATED RISK FOR SKIN, EYE, OR MUCOUS MEMBRANE CONTACT WITH BLOOD MUST COMPLY WITH STANDARD PRECAUTIONS/BODY SUBSTANCE ISOLATION.

SIGNATURE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

SHOP: \_\_\_\_\_

DATE: \_\_\_\_\_

2016 THREE RIVERS TATTOO CONVENTION  
CREDIT CARD AUTHORIZATION FORM

I, \_\_\_\_\_, AUTHORIZE THE THREE RIVERS CONVENTION CENTER TO INCUR CHARGES AGAINST THE CREDIT CARD LISTED FOR THE FOLLOWING CHARGES:

\_\_\_\_\_ \$ 400.00 8x10 BOOTH

\_\_\_\_\_ \$800.00 8x20 BOOTH

\_\_\_\_\_ \$ 1200.00 8x30 BOOTH

\_\_\_\_\_ \$30 PER ADDITIONAL ARTISTS WITH 4 ARTIST LIMIT (PLEASE MARK DOWN HOW MANY ADDITIONAL ARTISTS)

NAME OF COMPANY \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

Type: \_\_\_\_\_ American Express  
\_\_\_\_\_ Master Card

\_\_\_\_\_ Discover  
\_\_\_\_\_ Visa

Expiration Date: \_\_\_\_\_

Billing Address: \_\_\_\_\_  
(Must be the same as on the card)

Name as it appears on the Card: \_\_\_\_\_  
(Please print name and company if applicable)

CVN # \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

PLEASE CONTACT HEATHER BREYMEYER  
IF YOU HAVE ANY QUESTIONS  
509-737-3705  
PLEASE FAX COMPLETED FORM TO (509) 737-3729