

“Smokey Mountain Memories”

American Coach Association Spring 2012 National Rally

Sevierville, Tennessee

May 15 – 19, 2012

Hosted by The Southeast Chapter

VENDOR INVITATION

We invite you to participate in the ACA 2012 National Rally at River Plantation RV Park 1004 Parkway in Sevierville, Tennessee 37862

VENDOR GENERAL INFORMATION

Rally Hours- 12 Noon Tuesday May 15th thru 5:00PM Saturday May 19th

Vendor Set Up- You may set up between 10:00AM to 5:00PM Monday, or Tuesday May 14th between 8:00AM and Noon. Your booth must be complete and open at noon Tuesday may 14th

Vendor Shut Down- Please close your booth at 2:00PM on Saturday and remove your products and displays immediately afterward as no security will be available that night.

Vendor Hours - Tuesday Noon-4:00, Wednesday thru Friday 9:00AM to 4:00PM and Saturday 9:00AM to 2:00PM. Limited security will be available but be prudent and do not leave cash or credit cards or credit card receipts in your booth area after hours.

Vendor Fee - \$150.00 for each 10'x10' booth, two chairs, one 6' table, and booth draping. Electricity is available for \$65 per vendor for the entire rally. Electric prices will be higher if you order after arrival, or perhaps not available. Current National ACA members will be provided one booth at the cost of \$75.00 plus the electric fee if needed. A completed vendor registration form and payment must be submitted by all vendors including ACA members requesting vendor space.

Food- You're invited to join the entire group for the scheduled meals and entertainment for a fee of \$100 per person for the duration of the Rally.

Transport Vehicle or Trailer Parking- Reservations must be made with the Vendor Chairman and notes for any special needs must be on the registration form.

Vendor RV Parking - Vendors (Other than ACA members attending the rally) must contact Sylvia at the River Plantation RV Park (1-800-429-5267) for reservations and they are very limited. They also have a small number of cabins available for vendors to rent if they do not have a RV to stay in and wish to stay on the property.

Exclusivity- We will accept only the first registering vendor for selling of a specific product. (There may be multiple vendors for RV resorts or different brands of window sunscreens, but only one selling XYZ Polish. Any conflicts will be resolved in favor of the vendor with the earliest date registered.

Placement- We have room for over 40 vendors. All vendors will be in a lighted, full sided tent, positioned within the main show coach, conference and entertainment area. This area is highly visible to all foot traffic in and out of the event. The tent is a commercial entertainment and event structure, which is being rented for this specific purpose and meets all fire and safety regulations. We do not have a specific layout for the area as yet but everyone will have equal access and exposure within the vendor area including piping and draping for each booth.

Seminars- If you can provide a Seminar please contact the Seminar Chairperson, David Knotts at 941-2232625 or DMK500@yahoo.com

Door Prizes - We appreciate and encourage you to donate door prizes. Prize winners will be posted at the Information Table. Your generosity will be acknowledged at your booth and at the time of the drawing of winners. Please let our vendor chairperson know of any donations you wish to make. Pat Branigan 513-309-6060 or pat_branigan@yahoo.com

Rules and Regulations for the facilities will be provided upon registration at the rally.

Business Tax-Each vendor must have a Tennessee Business License. There is a daily license fee of \$2. This fee must be included with your registration payment, (5 days at \$2 per day totals \$10). You also must collect and pay sales taxes on your receipts. The total state (7%) and local (2.75%) sales tax for Tennessee State and Sevier County is 9.75%.

Registration Deadline- Please return your Registration Form and payment by April 15th, 2012 to help us plan and execute this rally. Mail the form and check made out to "American Coach Association" to: Pat Branigan 342 Snead Drive Crossville, TN 38558.

If you have questions please contact Pat at 513-309-6060 or pat_branigan@yahoo.com

Sincerely,

Pat Branigan, Vendor Chairperson