SIGN ME UP FOR THE SHOW!

A limited number of complimentary booth spaces are made available each year to qualifying nonprofit organizations, but these spaces are not guaranteed and are not assigned until just prior to the show to fill any remaining spaces. Any nonprofit that wants to guarantee a booth in the Show, may book a space now at a reduced fee of $250 (regular $520). If your organizations would like to participate in the Show, submit this form for consideration.

☐ Sign me up for a COMPLIMENTARY booth. I understand there is no fee, but no guarantee of a space.
☐ Sign me up for a DISCOUNTED booth for $250 per space. Below is payment information.

| Organization: ____________________________ | Business Phone: ______________________ |
| Organization Address: ____________________ | City: ___________________ State: ____ Zip:___________ |
| Contact Person: __________________________ | Title:____________________ Cell: _____________________ |
| Mail Address (if different from above): __________________ | City: ________________ State: ___ Zip:_______ |
| E-mail: __________________________________ | Web site: __________________________________ |

Nonprofit’s service/product:________________________________________________  Fed ID #: ______________________
Sales Tax Info: ☐ Nonprofit w/no retail sales ☐ RI Sales Tax Permit #___________    ☐ Will obtain temp permit at show

Things you should know (please read):
• Nonprofit organizations may sell memberships and fund-raising products (logo t-shirts, etc.), but may not sell other products at retail (for profit) without permission of Show management. Organizations who sell at retail must pay regular booth fees.
• Booth locations for nonprofits will be assigned by Show management
• Booths are 10’ long by 8’ deep unless otherwise designated. Booths include an 8’ back curtain and two 3’ side curtains
• Booths do not include table, chairs, carpeting, electricity, phone service. Information on ordering will provided after January 1.
• Hours for the Show will be: Friday (12:00 pm to 8:00 p.m.), Saturday (9:00 a.m. to 7:00 p.m.), Sunday (10:00 a.m. to 5:00 p.m.)
• The show ends at 5:00 p.m. on Sunday, March 24. Dealers may not dismantle their booth space before that time.
• No exhibitor will be allowed to drive any vehicle on the Convention Center floor
• The R.I. Convention Center is a unionized facility. Exhibitors who arrive in a “box” truck must be unloaded by union dock workers, but their fee is paid by the R.I. Saltwater Anglers Association during authorized move-in and move-out hours. Exhibitors who use private autos, vans or small trucks may unload without a dock laborer.
• Rhode Island is a “sales tax” state. If you are selling a retail product, even if you are a nonprofit, you will be required to obtain a temporary R.I. Sales Tax permit (if you don’t already have one) for $10. This permit application will be provided at the Show Office.

COMPLETE BELOW IF YOU WILL BE PAYING FOR SPACE

Number of booths: ______  Total: $_________  
Preferred booth location(s): 1st choice:_____________  2nd choice:_____________  3rd choice:_____________ 
Payment amount: 
☐ Enclosed is $100 deposit  
☐ Enclosed is full payment: $_________ 
☐ Enclosed is additional $20. Please activate link to my web site: www.______________________________.

Method of payment: 
☐ Check (payable to “R.I.S.A.A.”)  
☐ Charge to my credit card: (check) ☐ AmEx*  ☐ Discover  ☐ MasterCard  ☐ Visa  Amount Authorized: $_________ 
Expiration Date: __________ CVV # _________  (3-digit number back of card) *AmEx is 4 digit number on front 
Name on card (print): ___________________________________  6. Card Number: ____________

Submit form to: RISAA, P.O. Box 1465, Coventry, RI 02816 or email: register@risaa.org or FAX: 401-826-3546
Questions, call 401-826-2121