

BROOKLYN BOOK FESTIVAL

2017 Brooklyn Book Festival Exhibitor Registration Information

Festival Day – Sunday, September 17, 2017
Children’s Day – Saturday, September 16, 2017

Exhibitor Package – Table with Canopy

one canopy 10’ x 10’
one 8-foot table with 2 chairs
one I.D. sign
one exhibitor listing in event publication and on Festival website

Exhibitor Package – Table without Canopy

one 8-foot table with 2 chairs
one I.D. sign
one exhibitor listing in event publication and on Festival website

Register early: Exhibitor spaces for the 2016 Brooklyn Book Festival sold out April 1st.

Standard Registration Fee (per day)

• Large publisher, universities and colleges, bookstore chain (table with canopy)	\$975
• Independent press, literary magazines, authors, non-profit literary organizations and independent bookstores (Table with Canopy)	\$525
• Table without Canopy	\$400
• Shared Table with Canopy (no more than three exhibitors) Includes additional <i>I.D.</i> signs and exhibitor listings.	\$575
• Shared Table without Canopy (no more than three exhibitors) Includes additional <i>I.D.</i> signs and exhibitor listings.	\$450
• Extra table for your booth may be rented for	\$30

No more than three exhibitors may share a booth/table. The Festival will accept only one registration per table. The submitting Exhibitor must designate the company or companies with which the booth/table will be shared and assume responsibility for the full payment.

PLEASE NOTE:

Exhibitors may not bring and use their own canopy.

Exhibitors may not resell their space or part of their space.

In order to exhibit at the Brooklyn Book Festival, an Exhibitor must either sell books or book related/literary materials, or represent a literacy program. You must be a bookseller, publisher, literary magazine, author or literacy organization.

2017 Brooklyn Book Festival Exhibitor Registration Information

Festival Day – Sunday, September 17, 2017
Children’s Day – Saturday, September 16, 2017

Registration Schedule

Early Registration Discounted Fee: Subtract \$100 per booth or table: January 23 through February 20, 2017.

Standard Registration Fee: February 21 through May 21, 2017.

Late Registration Fee: Add \$100 per booth or table (May 22 through July 15, 2017).

Cancellation Fee: 50% refund if cancellation request is received on or before July 15, 2017. No refunds for cancellations received on or after July 16, 2017.

All cancellation requests must be submitted in writing.

While Exhibitor Registration Forms are processed on a first-come, first-served basis, this does not guarantee a specific location. Full payment is due with the submission of the Exhibitor Registration Form. **Registrations are not considered complete unless payment has been received.** Placement of Exhibitors is determined by Festival organizers and will be posted on-line on or about August 15, 2017.

The Brooklyn Book Festival will take place ‘rain or shine,’ and refunds will not be issued due to inclement weather.

BROOKLYN BOOK FESTIVAL

2017 Brooklyn Book Festival Exhibitor Registration Form

Note: starred (*) information will appear on the Festival website.

Please designate the date for which you are registering:

- Brooklyn Book Festival September 17, 2017
- BKBF Children's Day September 16, 2017 (children's booksellers and publishers only)
- Both days (September 16 and 17)

Exhibitor Information:

Company name

*Company name(s) as to appear on I.D. sign(s)

If shared table include partner Exhibitor name(s)

1. _____

2. _____

Your company contact person _____ Contact phone _____

*Address _____

*City _____

*State _____ *Zip _____

Social Security Number or Fed Tax I.D. # _____

*Phone _____ Fax _____

E-mail _____ *Website address _____

*One sentence description of company (limit 10 words) _____

2017 Brooklyn Book Festival Exhibitor Registration Form (Continued)

Note: starred (*) information will appear on the Festival website.

Complete only for shared table:

*Name of partnering company _____

E-mail _____

*Address _____

*City _____

*State _____ *Zip _____

*Website address _____ *Phone _____

*One sentence description of partnering company (limit 10 words)

Complete only for shared table:

*Name of partnering company _____ E-mail _____

*Address _____

*City _____ *State _____ *Zip _____

*Website _____ *Phone _____

*One sentence description of partnering company (limit 10 words)

Exhibitor Payment Form 2017

Company name: _____

Check your category:

- Major publisher
- University or College
- National bookstore chain
- Independent press/literary magazine

Please check one:

- Table with canopy
- Table no canopy
- Shared table (yes / no)

(Please note: Exhibitors may not bring and use their own canopy)

2017 Brooklyn Book Festival Exhibitor Registration Form (Continued)

Note: starred (*) information will appear on the Festival website.

Booth fee:

\$_____ The Festival Standard registration fee (event date: September 17)

\$_____ Children's Day Standard Registration fee (event date: September 16)

_____ Number of booths (Maximum 2 booths)

\$_____ Early Registration Discount (subtract \$100 through February 20)

\$_____ Extra table (\$30)

\$_____ Late fee if applicable (add \$100 after May 22)

\$_____ Total fees

Credit card for payment of registration fees (check appropriate box):

Visa ___ MasterCard ___ Amex ___ Discover ___ (We do not accept other credit cards)

Card number _____

CVC _____

Expiration date _____

Name of cardholder _____ Billing zip code _____

Email address (for receipt) _____

Agreement: In submitting this 2017 Brooklyn Book Festival Exhibitor Registration Form, the Exhibitor acknowledges, on behalf of itself and any partnering co-Exhibitors, that it has received, understands and agrees to be bound by all of the terms of the **2017 Brooklyn Book Festival Exhibitor Agreement**, which is set forth below.

Print name _____ Signature _____ Date _____

Title/Company _____

Make checks payable and mail to:

Brooklyn Book Festival, Inc.
249 Smith Street
PMB #106
Brooklyn, NY 11231

If you are mailing your registration, please notify us by e-mail Jallred@brooklynbookfestival.org

2017 Brooklyn Book Festival Exhibitor Agreement

This 2017 Brooklyn Book Festival Exhibitor Agreement ("Agreement") sets forth the mutual understandings and commitments between Brooklyn Book Festival, Inc., a New York not-for-profit corporation ("BBF"), and the Exhibitor, whose legal name and address appear on the 2017 Brooklyn Book Festival Exhibitor Registration Form, regarding the Exhibitor's participation in the Brooklyn Book Festival ("Festival") to be held on Sunday, September 17, 2017 (main Festival) and/or Saturday, September 16, 2017 (Children's Day). Exhibitor's participation in the Festival (and that of any partnering co-Exhibitors) is subject to the following: 1) Applications to participate in the Festival are accepted upon the receipt of a complete 2017 Brooklyn Book Festival Exhibitor Registration Form and payment of all required fees for as long as Exhibitor space is available. BBF reserves the right, in its sole and absolute discretion, to refuse participation in the Festival to any applicant for any reason or for no reason. 2) The primary purpose of exhibitor participation in the Festival is to sell or distribute books, literary magazines and other literary materials, and Exhibitor agrees that the sale of merchandise that is not directly related to books and literary materials is prohibited without express written consent of BBF. Exhibitor acknowledges that violation of this provision is grounds for immediate ejection from the Festival, in which event all application fees and other monies paid shall be forfeited. 3) Exhibitor agrees that it will maintain its booth open to the public between 10:00 a.m. and 6:00 p.m. on Sunday, September 17, 2017 or between 10:00 a.m. and 4:00 p.m. on Saturday, September 16 (if participating in Children's Day) and will neither open its booth late nor close it early on those days.

Limitations of Liability 1) Exhibitor shall indemnify, defend and hold harmless BBF, the City of New York and its various agencies (including, without limitation, the New York City Department of Parks and Recreation and the Office of the Borough President of Brooklyn), Festival sponsors and the employees, representatives and agents of each, from all claims, liabilities, costs and charges (including attorneys' fees) for injury, loss or damage to property or persons (including death) arising out of Exhibitor's activities in connection with the Festival, or any breach of representation, warranty or covenant in this Agreement. 2) BBF, the City of New York, Festival sponsors and their employees, representatives and agents shall not be liable for any claims, liabilities, costs and charges arising out of any injury, loss or damage to the person or property of the Exhibitor, its partners, employees, representatives and/or agents, except to the extent arising out of the sole negligence of BBF, the City of New York, the New York City Department of Parks and Recreation, or Festival sponsors. 3) Exhibitor shall provide and maintain in effect workers compensation and employee liability insurance (as required by law). Upon request, Exhibitor shall provide BBF with evidence of Exhibitor's compliance with all applicable workers compensation and employee liability requirements. 4) Exhibitor acknowledges and agrees that it is solely liable for any and all sales tax or other taxes, fees and assessments required by applicable federal, state or local law in connection with Exhibitor's participation in the Festival. Exhibitor shall provide BBF with all requested documentation to evidence Exhibitor's compliance with all applicable tax laws and rules.

Applicable Law This Agreement shall be governed by the laws of the State of New York.

Acknowledgement Exhibitor acknowledges that execution of the Exhibitor Registration Form binds Exhibitor to the terms of this Agreement.