

## **Chesterfield Comic Con**

**Saturday, March 17, 2018, 10 a.m.-3 p.m., Meadowdale Library**  
**Exhibitor Information and Application**

The goal of the CCPL Comic Con is to support literacy, learning and creativity through comics, graphic novels, cosplay and visual storytelling. **All exhibits must support this mission.** Applications will be evaluated for fit for the event. Library staff will make the final decision as to whether a vendor/exhibitor is selected.

**Vendors/exhibitors will be selected based on:**

- Alignment with the vision of the con
- Enhancing the experience for our attendees
- Creating a good mix of vendors/exhibitors

**If you are selected as a vendor/exhibitor for this event, you will be asked to:**

- Keep displays suitable for an all ages event. This event is geared towards teens and young adults, but is attended by families.
- Make a donation to the Friends of the Chesterfield County Public Library if you are selling anything or promoting any business or commercial activity. Donation amounts are \$15 per table. You may request up to 3 tables. Most tables are 5' x 2', but sizes can vary.
- Send us a copy of your current Chesterfield County business license, if you have one (a license is not required to sell at this event).

**Applications must be received by January 15, 2018.** Applicants will be notified by January 19, 2018 about the status of the application. If accepted, donation checks must be received by February 15, 2018.

**Setup will take place from 8-10 a.m.** Clean-up will take place from 3-5 p.m. All items must be removed by the library's closing time of 5 p.m.

Applications can be e-mailed to [whiteps@chesterfield.gov](mailto:whiteps@chesterfield.gov) or mailed to:

**Chesterfield County Public Library**  
**Attn: Pam White**  
**Meadowdale Library**  
**4301 Meadowdale Blvd.**  
**North Chesterfield, VA 23234**  
**(804) 318-8778**

We can provide you with 8 ½ x 11 flyers, 11x17 posters, and 1/3 page handouts – please post these or distribute them to help draw people to the event!

Please direct questions to [whiteps@chesterfield.gov](mailto:whiteps@chesterfield.gov).

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### Exhibitor Application

Are you a:  Vendor  Artist  Other business  Club or organization

Name: \_\_\_\_\_

Business/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Website: \_\_\_\_\_

Do you have a current Chesterfield County business license?  Yes  No  
If yes, we will ask you to send us a copy if you are selected as a vendor.

Number of tables requested: \_\_\_\_\_

What will you be doing at your table(s)? Displays, demonstrations, items for sale, prize drawings, etc:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you plan to sell anything or collect money?  Yes  No

Would you like to donate a door prize to be given away at the event?  Yes  No

Item: \_\_\_\_\_

Would you like us to send you some promo materials? How many?

11x17 poster \_\_\_\_\_

8 ½ x 11 Flyer \_\_\_\_\_

1/3 page handout \_\_\_\_\_

\_\_\_\_\_ agrees to indemnify and hold the County of Chesterfield, the Board of Supervisors, its employees and agents harmless for any and all claims, demands, costs, charges and expenses for an injury, damage or loss which may be sustained by him or any participant as a result of, or relating to, this activity.

\_\_\_\_\_  
Presenter (signature)

\_\_\_\_\_  
Date