

2010 Bourse Guidelines

1. **Participants must have been a member of Conchologists of America in 2009, and 2010. Membership must be paid before you register for the Bourse. New members who join after January, 2010 are not eligible for the 2010 Bourse.**
2. Dealers must be registered for the convention. A Bourse Agreement will not be accepted unless it is accompanied by the Convention Registration Form. PayPal is available to dealers who wish to use it for payment of all fees. Checks must be drawn on US banks and are payable to COA 2010. **Note: there is a fee charged for each dealer assistants/helpers.**
3. Dealers agree to abide by all applicable federal, state and local laws, rules, and regulations, and must complete all sales tax information that is required.
4. Space will be assigned upon receipt of payment, completed Bourse Agreement and Convention Registration Form. Dealers are encouraged to participate in the convention and have their customers see them during the Bourse. COA discourages selling outside of the Bourse, in the hotel lobby, and any public areas.
5. If tables are shared, all participants at that table must be registered and sign Bourse Agreements. Unused tables will be reassigned by the Bourse committee. The Bourse Agreement is nontransferable and table costs are non-refundable.
6. The deadline to apply for the Bourse is July 24, 2010. Applications and Bourse Agreements received after this date will be accepted only if there is a cancellation.
7. Each 6 foot table will cost \$85.00 and will be covered and skirted; however, dealers may provide their own covers.
8. You must indicate on your agreement if you need electricity. There is a \$80.00 electricity fee per booth. This charge is higher than normal but it is the hotel's charge.
9. Bourse set-up will begin on Monday, August 30, at 8 a.m. with the Bourse opening to the public at 1 p.m. The doors will close on Monday at 9 p.m. Tuesday morning the dealers may enter at 8 a.m. The doors will open to the public at 9 a.m. and close at noon.
10. One lunch will be included on Monday for each dealer; one lunch will also be provided for one dealer's helper. Additional lunches may be preordered for \$15.00 each.
11. Security will be provided from 9 p.m. Monday August 30 until 8 a.m. on Tuesday August 31.
12. The bourse will be held in the Boston Park Plaza Castle, located across from hotel at the intersection of Arlington St. and Columbus Ave. Access will be from Columbus Ave. and will involve crossing Columbus then Arlington streets; escorts will be provided.
13. There will be no internet access provided from within the Park Plaza Castle.
14. If unloading from a vehicle in front of the Castle, use the commercial loading/unloading zone, but you cannot leave your vehicle parked there; contact bourse chairman for parking info.
15. If you are planning to ship boxes to the Boston Park Plaza, the hotel will accept limited freight and boxes not more than 3 days before the convention. The Park Plaza will charge a handling fee of \$5.00 per box up to 5 lbs., \$10 6-20 lbs., \$15 21-50 lbs., \$25 for over 50 lbs., and \$50 for crates. Additional storage charges will apply if the packages arrive early. Call 617-426-2000. Ship to: Boston Park Plaza, 50 Park Plaza at Arlington St., Boston, MA 02116-3912 c/o Receiving Guest Name, Hold for COA 2010

Bourse Agreement

Shellebration Boston

COA 2010

August 27-31, 2010

Boston Park Plaza Hotel



I understand all the COA Bourse Guidelines and conditions and agree to abide by them. Appropriate names and numbers are supplied on this form, and proper payment is included with my Convention Registration Form unless paid by PayPal.

Business Name: _____
Owner or Agent's Name: _____
Title: _____
Address: _____
City: _____
State: Zip: Country: _____
Email: _____ Telephone: _____

Number of tables requested: ____ @\$85.00 each.
I would like ____ additional lunches @\$15 each. \$ _____
Electricity: \$80.00 per booth Yes ____ No ____
Name(s) of assistant(s)/helper(s) @ \$50 each: _____
Do you plan to share a table with another dealer? Who? _____

Driving to the convention and loading/unloading from vehicle at bourse? Yes ____ No ____
If yes, contact bourse chairman below for info on parking

Total individual dealer bourse fees: \$ _____

Owner or Agent's Signature: _____

Dealers are responsible for providing their own lights, cords, and tape supplies where needed. The hotel will be responsible only for providing access to an electrical outlet.

This Bourse Agreement and Convention Registration Form should be mailed together

Bourse Chairman: Don Robak E-mail: shellsnail@comcast.net Home phone: (617) 889-1841

Mail this Bourse Agreement with your Convention Registration by July 24, 2010 to:

COA 2010 P.O. Box 336 Merrimac, MA 01860 USA

Payment for all Convention and Bourse registrations may be made through PayPal at:
billing@conchologistsofamerica.org

PayPal registrants must itemize the purpose of the payment in the note field, then complete and mail Convention Registration Form and Bourse Agreement by July 24, 2010.