



## Colonial Mall Myrtle Beach

### Cruisin' the Coast – Myrtle Beach Spring Bike Week

#### VENDOR INFORMATION Colonial Mall

**ON SITE CONTACT: CHARLIE 843-995-6190**

#### EVENT SCHEDULE

##### Move-In

Wednesday - 5/9  
Thursday – 5/10

10:00am – 6:00pm  
9:00am – 7:00pm

##### Exhibit Hours

Friday 5/11 – Saturday 5/19

10:00am - 7:00pm

##### Move Out

Saturday 5/19  
Sunday - 5/20

7:00pm - ????  
8:00am till 5:00pm

**EVERYTHING** needs to be removed by 5:00pm

NO ONE is allowed to start packing boxes or breaking exhibit down prior to 7:00pm on Saturday 5/19. EVERYONE needs to stay open – Remember... what you do directly affects everyone on the vendor lot. I know you are ready to get home but we have to take all vendors into consideration!

### **Insurance Requirements:**

We will be working with insurevents.com and will be providing ALL vendors who book with us prior to April 7<sup>th</sup> with a liability insurance policy. However make sure you have a policy to cover your products.

#### *Anyone who books after April 7<sup>th</sup>:*

ALL vendors must submit & carry a liability and insurance policy that lists both *Myrtle Beach Harley-Davidson LLC & Colonial Mall* as additional insured. The time period of May 11-20, 2007 shall be listed on the policy. This policy should include general liability, personal injury, and blanket liability insurance with limits no less that \$1,000,000.00 per occurrence. This policy needs to be faxed (843-293-0149) to Sandy's attention- No vendor will be permitted to move in until proof of insurance has been received! If you do not have a company you work with, check with the following:

*SIS Insurance Services – 800-457-2231 [www.shahinianinsurnace.com](http://www.shahinianinsurnace.com)  
Insure Events – 800-279-6540 [www.insurevents.com](http://www.insurevents.com)*

### **Indemnity Clause: MAKE SURE YOU READ**

**\*\*\*Your signature on the vendor application means you agree to all of the following:**

*All VENDORS agree that except as otherwise provided herein, LESSOR shall have no liability for any damage to or loss of property brought to EVENT by VENDOR or to persons injured due to the negligence or otherwise of the VENDOR during the course of their activities with the EVENT. VENDOR waives, releases, and shall indemnify and hold harmless LESSOR and its officers, employees from all liabilities, and the cost and expense of defending all claims of liability, for any loss from theft or otherwise, or damage to property brought to EVENT by any person admitted by VENDOR, or loss or damage to property of others that is the result of wrongful or negligent acts of the VENDOR, its officers, agents, independent third party contractors contracted by the VENDOR, and employees.*

### **Subletting, Sharing or Splitting of Space:**

NO subletting, sharing or splitting of any part of your booth space is allowed..if any vendor is found to have subleased, any of the space they have secured with Myrtle Beach Harley-Davidson/Colonial Mall they will be asked to vacate the premises immediately with no refunds of any monies!

### **South Carolina Sales Tax:**

All vendors will need to obtain this permit prior to setting up. It is a one time fee of \$50.00 and will be good for future rallies/events. It is the vendor's responsibility to contact the South Carolina Department of Revenue at 843-839-2960 to obtain proper forms and information.

Local Office:  
S.C. Department of Revenue      [www.sctax.org](http://www.sctax.org)  
1330 Howard Parkway  
Myrtle Beach, SC 29577

### **Food & Beverage Vendors:**

All food/beverage will be handled by Colonial Mall & Bass Pro Shops - No outside food/beverage allowed!

**Overnight Security:**

We will be providing overnight security from 7:00pm – 8:00am starting on Wednesday 5/9. However, it is the vendor's responsibility to secure all small items or items of high value. Security will exercise reasonable precaution to protect Myrtle Beach Harley-Davidson, Colonial Mall and its vendors. They cannot assume the responsibility for any loss or damage to the property of the vendors. NO ONE will be allowed back on to the vendor lot once Security is in place. This is for your protection: do not ask security for any exceptions to this policy. It is the vendor's responsibility to carry adequate insurance to cover them in the case of theft.

**Electrical Power: VERY IMPORTANT**

No power is available at this location - ALL power is the vendors responsibility! All generators must be placed where it is not affecting the vendors around you.

**Vendor & Trailer Parking:**

Vendor parking will be located in a lot close to the vendor display area. Vendor trailer parking will also be located in a back parking lot, not directly in the vendor display area. Please check with Security as to where to place your trailer and obtain a trailer parking pass. Any trailers parked without passes will be towed at owners expense!

**Maintenance of Booth Space:**

We will be providing the trash pickup in all the common areas, additionally, please keep your booth free from excessive trash. All cardboard boxes need to be broken down prior to placing in proper receptacles. Failure to leave your booth area in clean condition could result in an additional fee of \$250.00 for collection of excess trash and disposal of said trash. Remember the space you rent needs to be returned in the same condition it was received!

**Permits/Licenses**

We obtain all your necessary County permits and licenses for you and give them to you when you arrive! THESE NEED TO BE DISPLAYED THE ENTIRE SHOW. If you lose it please see me right away, as I will have a copy on file!

**Telephone/Communication Lines:**

This service is NOT available on this lot. You will need to use satellite or cellular machines. A local contact is Debbie Bone - 843-267-6711

**Shipping of Merchandise:**

We are NOT able to accept any deliveries prior to Wednesday 5/9. No CODS will be accepted. You will need to use the following information if you plan on shipping merchandise

Shipping Address:

Company Name  
Colonial Mall Bike Week Vendor Area  
10177 N. Kings Highway, Myrtle Beach, SC 29572

**Tents:**

The following is a list of tent companies that we feel comfortable recommending to you. You may want to consider having them set your tent so it will be ready and waiting for you upon your arrival.

**Very Important:**

Make sure you tell them they can **NOT** stake the tents. They will have to use water barrels or weights.

- 1 Coastal Tent Rentals: Matt or Dave 843-251-3872
- 2 Holz Equipment Rental: Frank 843-995-0195
- 3 Nelson Tents: Brian 407-466-1196

If you use another tent company please have them contact me before arrival so I can make sure your tent is ready for your arrival. When you reserve your tent make sure you tell them all tents need to be removed by the close of day on Sunday 5/20!

**Vendor Exhibit Areas:**

NO exhibits can project out into the aisles and walkways. We have strict fire code regulations and zoning regulations we must comply with.

**RV Parking/Camping:**

We are no longer able to offer you a location at Colonial Mall to park your RV for the week. We do have 2 RV parks located in the North Myrtle Beach Area within 2-3 miles of the Mall.

Make reservations early as they do fill up quickly.

*Briarcliff RV Resort* 843-272-2730  
10495 N Kings Highway  
North Myrtle Beach, SC

*Apache Family Campground* 800-553-1749 or 843-449-7323  
9700 Kings Road  
Myrtle Beach, SC

**Please Note:**

- No fundraising activities will be allowed without express written consent of show management.
- Only those items listed on your vendor information sheet will be allowed to be sold.
- No vendors are allowed to sell any food or beverages.