



AMERICAN BALLROOM COMPANY

Sponsors of the Official
UNITED STATES DANCE CHAMPIONSHIPS™

9081 West Sahara Avenue, Suite 100
Las Vegas, NV, USA 89117
Phone: (702) 256-3830
Fax: (702) 256-4227
E-Mail: wayne.eng@usdsc.com

Dear Concessionaire:

The 2010 United States Dance Championships (USDC) along with the WDC World Cabaret Championships will be held Tuesday thru Saturday, September 7th - 11th. These events will take place at the Royal Pacific Resort, A Loews Hotel, Orlando, Florida.

All exhibits/vendors will be placed in the Pacifica Ballroom

For vendors/concessionaires, the following conditions will apply:

1. **Exhibit Space:** The minimum standard exhibit space is 26' Wide by 12' Deep with either a back wall or complete walk around. Those companies who participated as a vendor for the 2009 USDC will be given "first option" for the similar space until May 15th, 2010. Please see chart for booth placements & fees.
2. **Electrical Power:** Five hundred (500) watts of power will be supplied to each exhibit space. **Additional needs will be the responsibility of the exhibitor.**
3. **Commission on Sales:** All vendors/exhibitors are required to pay a 10% commission to American Ballroom Company on gross sales (for immediate or future delivery) above the minimum fee.
4. **Event Totals:** We will supply each concessionaire with an event tally sheet which must be filled out and returned to us on Sunday, with any additional commission payments.
5. **Program Advertising:** minimum of one full-page advertisement in the USDC Souvenir Program is required of all exhibitors/vendors. Only concessionaires who have displays at this event may state in their ad that they will offer merchandise or services for sale at the 2010 USDC. The rate sheet is attached and payment of the advert must be sent along with your remittance.
6. **Certificate of Insurance:** Concessionaires are required to furnish to ABC a copy of their Certificate of Insurance showing adequate public liability coverage. Additionally, Florida state law may require you to have a valid Florida Peddlers License - please check this with your own attorney. This Certificate must be presented to ABC no later than August 13, 2010.
7. **Security Fee:** Each vendor must pay a security fee of \$175.00 payable with your remittance.

8. Telephone Lines: Load In/Set Up: Other needs:
Please work with the hotel directly (see attached forms)
9. Hotel Rooms: For those concessionaires who wish to stay at the Royal Pacific Resort you must make your own reservations directly with the hotel. The phone number is 1-866-360-7395.

Room Rates are:

Standard

\$169.00 per night/per room
Single or Double + Applicable tax.

We thank you for your interest in the 2010 USDC and trust it will be profitable for you.

Very truly yours,

AMERICAN BALLROOM COMPANY

2010 UNITED STATES DANCE CHAMPIONSHIPS®

EXHIBITORS REMITTANCE FORM

NAME OF COMPANY _____

Certificate of Insurance Enclosed: _____yes _____no

Exhibit Space:(allocated on a first reserved basis)

_____ All booths	\$1700.00
_____ Except for 7,11 or 14	\$1300.00
_____ Except for 8 or 12	\$1100.00
	\$_____

Please note: *First choice of preference (for similar position to last year) will be given to those vendors in attendance last year (2009). If your choice is not available you'll be assigned the next available space. All spaces must be paid in full prior to May 15, 2010.*

Program Advertisement: \$_____ (check Rate Sheet)

Security Charge: \$ 175.00

Total Enclosed \$_____

Payment in full must be received to be considered "first reserved".

FOR CREDIT CARD PAYMENT

Please charge \$_____ to my _____VISA _____MASTERCARD
(fill in amount)

Name on Card: _____

Card # _____ - _____ Exp Date: _____

Billing Address: _____ Apt # _____

City: _____ State/Country: _____ Zip/Postal Code: _____

Daytime Phone #: _____ Fax: _____

Signature of Card Holder: _____

United States Dance Championships 2010
Vendor Information

Please complete form by Monday, August 9, 2010

Please send information to: Bonnie Bryars, Conference Manager.
Phone: 407-503-3130, Fax: 407-503-3113, Email: bbryars@loewshotels.com

Company Name: _____

Booth Number: _____

Room Name: _____

Contact Name: _____

Phone Number: _____

Email Address: _____

Mailing Address: _____

Equipment:

Tables:	Number Required	Linen Required: yes/ no?	Skirting Required: yes/no?
6 x 30			
6 x 18			
8 x 18			
Short Cocktail			
Tall Cocktail			
72" Round			
Easels			
Trashcan			
Chairs			
Keys required (suites only)			

If any additional items are required, but not listed, please contact Bonnie Bryars for availability.

Food and Beverage:

Florida State Law and the Property's insurer concludes the Royal Pacific Resort is the only licensed authority to sell or serve any and all food or beverages for consumption on the Hotel's property. No food and beverage of any kind will be permitted to be brought onto the Hotel's property by the patron or the patron's invitees.

Please contact Bonnie Bryars for pricing.

Audio Visual Requirements/ Banners:

If you have any audio visual requirements or have any signage or banners that need to be hung in your booth or outside the room, please contact Bonnie Bryars to make arrangements. Banner hanging fee of \$125 per banner will apply. Price subject to change without notice.

Power

USDC will be providing a basic connection of 5amp/ 500 Watts for each booth. Any needs above and beyond what is provided will be the responsibility of the vendor. Costs will increase if orders are received after Monday, August 10, 2009.

<i>Description</i>	Before August 10	After August 10 - Show
5 Amp/ 500 Watts	\$75.00	\$112.50
10 Amp/ 1000 Watts	\$127.50	\$191.50
15 Amp/ 1500 Watts	\$165.00	\$247.00
20 Amp/ 2000 Watts	\$202.50	\$304.00
Plug Strip/ 6 way	\$25.00	\$25.00
Extension Cord	\$15.00	\$15.00

Telephone Requirements:

<i>Line</i>	Before August 10	After August 10	Daily Fee
DID	\$200	\$275	\$75
LLD	\$150	\$200	\$50
800 & Local	\$100	\$150	\$40
House	\$100	\$150	\$0

Description of phone lines:

DID: Direct Inward Dial: Able to receive calls directly. Can make all types of calls in the USA

LLD: Local Log Distance: All incoming calls go through hotel operator. Can make local and long distance calls in the USA.

800/Local: All incoming calls go through hotel operator. Can make local and toll free calls in the USA.

House: All incoming calls go through hotel operator. Can only make calls inside the hotel.

Internet Requirements:

<i>Speed</i>	Use	Before August 11	After August 18	Daily Fee
128k	1 – 2 Users	\$250	\$325	\$75
256k	3 – 5 Users	\$250	\$325	\$150
Additional lines/connections		\$50	\$75	0

****Prices subject to change without notice.**

Package Shipping / Receiving Services:

The Business Center handles all shipping and receiving for the property. Shipping prices are determined by weight, destination & type of service.

Package handling fees will be charged to the individual receiving packages and placed on Guest Room account or Credit Card at time of delivery.

0-1 pounds	\$3.50 ea
2-34 pounds	\$5.00 ea
35-69 pounds	\$7.50 ea
70-99 pounds	\$10.00 ea
100+ pounds	\$15.00 ea
Palette	\$100 ea

Exhibitor Move in will take place Monday, September 6, 2010 between 9:00am – 5:00pm. Any exhibitors requiring any equipment, power or boxes must be available between 9:00am –3:00pm for service.

2009 UNITED STATES DANCE CHAMPIONSHIPS®

SPECIAL NEEDS REQUEST

NAME OF COMPANY _____

Tables: Number of 6' needed _____ Skirted ___Y ___N

 Number of 8' needed _____ Skirted ___Y ___N

Other table needs: _____

Chairs: Number needed: _____

Telephone: Number of Lines _____
(Please fill out the enclosed form provided by the hotel)

Extension Cords: Number Needed _____
(Rental cost per cord: \$40.00 heavy duty/\$45.00 quad/\$50 surge protector)

Use of Flat bed: _____ Yes _____ NO Time: _____
(based on availability)

Use of Freight Elevator: _____ Yes _____ NO Time: _____
(based on availability)

Request for Housemen: How many _____ Time: _____
(4 hour minimum/fee involved - must be arranged in advance)

Mail to:
American Ballroom Company
9081 West Sahara Avenue, Suite 100
Las Vegas, NV, USA, 89117
Telephone (702) 256-3830 • Fax (702) 256-4227

2010

THE ROYAL PACIFIC RESORT
Orlando, Florida

PLEASE NOTE:

**SOUVENIR PROGRAM
ADVERTISING RATES**

Type	Size	Vendor	Competitors	Non-Vendor
Full Page B&W	8 ½ x 11	\$500.00	\$500.00	\$700.00
Full Page Color** (no bleed)	8 ½ x 11	\$750.00	\$900.00	\$1,100.00

1. All ads submitted must be:

- a) Digital Files on CD or Zip disk, 300DPI, CMYK-if color and include all fonts.
- b) Acceptable formats are Quark Express; Photo Shop; Adobe Illustrator or PDF format.

If you plan to e-mail the file, please email to wayne.eng@usdsc.com

2. American Ballroom Company reserves the right to reject any advertisement.

3. "Non-Vendors" cannot state that their goods or services are available at USDC.

For rentals of Racks, etc

Carolyn D. Thomas
E&D/I&D Account Executive
GES Exposition Services, Inc.
4805 Sand Lake Road
Orlando, FL 32819-9539
USA

407.370.3935 Phone

407.467.0529 Mobile

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