

WFMU Record Fair

April 26th – 28th 2019

Helloooooo Dealers!

It's that time again! We are now accepting contracts and payments for the 2019 WFMU Record Fair.

The fair will be returning to the beautiful **Brooklyn Expo Center** in Greenpoint, Brooklyn from **April 26th-28th of 2019**. This weekend once again avoids the Five Borough Bike Race that used to make Sundays more difficult.

THE TIMES OF THE RECORD FAIR HAVE CHANGED. Please continue reading for important details regarding the new schedule. We will now be open to the public on **Friday from 1-8pm**. This allows us to be open longer and still get out at a reasonable time. Because of the new time, Friday load-in has been moved to 9am-1pm, with the 1st load-in group starting at 9am and the 2nd load-in group starting at 10:30am. Also, **Sunday night we will now be closing at 6pm** instead of the usual 7pm.

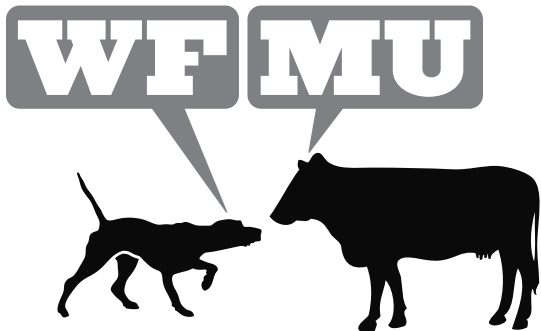
Please get in touch with me with any questions you may have or any requests regarding table assignments. Email is the best way to get in contact with me. If you leave a voicemail, I probably won't hear it for awhile.

Thanks, and I hope to hear from a lot of you soon!

Matt Warwick

Record Fair Director

recfair@wfm.org • wfm.org/recfair • 201-521-1416 ext. 243



Record Fair Dealer Information

Friday, Saturday and Sunday • April 26, 27, and 28, 2019
Brooklyn Expo Center • 79 Franklin St, Brooklyn, NY 11222

Payment: Complete and return the enclosed contract and your *full payment, right now*. Full table payment must be made with the accompanying contract, or else your reservation will not be held. All table reservations are made on a first paid, first served basis. The show will sell out very quickly. If you wait, you won't get a table!

Questions? Contact recfair@wfmuh.org or 201-521-1416 ext. 243.

Technical info: All tables are 8 feet long and 2.5 feet wide and will be provided by the venue. We will also include two folding chairs per table. We do not allow additional tables to be brought in by dealers. You may not extend tables. You may not attach anything to the floor by any means. Please write down requests and return them with your contract.

Setup times: Friday load-in will occur between 9 am and 1 pm.
Saturday / Sunday load-in will occur between 8 am and 10 am.

PLEASE NOTE NEW LOAD-IN SCHEDULING

Due to the ever-growing number of vendors coming to our Record Fair, we must stagger the Friday load-in period into two sections. Dealer load-in for the first group (A) will begin at 9 am, and load-in for the second group (B) will begin at 10:30am. The first 90 dealers who return their signed contract with full payment will be assigned to the first load-in group.

Saturday and Sunday dealers can load in between 8 and 10 am on those days. Please bring your own handtruck. There will be no handtrucks available for you to rent or borrow. Load out will occur at 8 pm on Friday, 7 pm on Saturday and 6 pm on Sunday. Absolutely no breakdown before the close of the fair each day. **If you load out before closing time, you will be assessed a \$200 penalty.**

Hours of operation: The show will be open to the public from 1 - 4 pm on Friday for early admission, and 4 - 8 pm for regular admission. Show hours on Saturday are 10 am - 7 pm, and Sunday 10 am - 6pm. There is no early admission on Saturday or Sunday.

(over)

Security: WFMU and the venue will provide continuous security during load in, throughout the show, and overnight.

Music and smoking: No continuous music playing at dealer tables, and no smoking inside the venue.

Dealer badges: The number of tables you rent will dictate how many badges you are entitled to. For single table rentals, **two** badges will be issued – one for the dealer, and one for a helper. If you rent two tables, you will get one additional helper badge, bringing the total to **three**. Badges will be distributed during check-in and it is your responsibility to see that your helper(s) get their badge(s). Helpers who arrive after check-in hours may pick up their badges at the main entrance **only** if you list their name on the contract in the space provided. More information about badges will be mailed with your confirmation letter.

Parking: The Brooklyn Expo Center has a parking lot right outside the loading area. We are offering a limited number of parking spaces during the record fair. Each parking space is \$20 per day or \$50 all weekend.

WFMU mailing address:

WFMU, P.O. Box 2011, Jersey City, NJ 07303-2011

The Record Fair will be held on April 26, 27, and 28, 2019. The Fair is a benefit for freeform radio station WFMU, broadcasting in the NYC area at 91.1, in the Catskills at 90.1, and all over the world at wfmu.org

Check out our website and peruse our playlists and archives to learn more about what we do.



Record Fair 2019

April 26 - 28

Name: _____ Store/Label/Company: _____

Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____ Email: _____

Description of your merchandise (**20 words max!**) Used in the Record Fair Dealer Guide. List genres that you specialize in:

Important: Helper's first and last name (one helper per table): _____

Second helper (if dealer is renting two tables): _____

Dealer Tables Needed	Price
<input type="checkbox"/> 1 table Friday	\$190
<input type="checkbox"/> 1 table Saturday	\$200
<input type="checkbox"/> 1 table Sunday	\$150
<input type="checkbox"/> 1 table all three days	\$450
<input type="checkbox"/> 2 tables Friday	\$370
<input type="checkbox"/> 2 tables Saturday	\$390
<input type="checkbox"/> 2 tables Sunday	\$280
<input type="checkbox"/> 2 tables all three days	\$880

Parking

I (1) need parking to reserve space one (no trucks/trailers)

- Fri: \$20
- Sat: \$20
- Sun: \$20
- All 3 days: \$50

VIP Pass

Enter during dealer load in Fri-Sun (Limit one per person)

- VIP Pass Fri-Sun: \$150

Pay with Paypal at wfmu.org/recfair

Paypal Confirmation # _____

Date: _____

Total amount enclosed \$ _____ **Check or M.O. #** _____

Make all payments to "WFMU" and return with signed contract immediately in the enclosed business reply envelope or mail to: WFMU Record Fair, PO Box 2011, Jersey City, NJ 07303-2011. The Record Fair will sell out quickly. Failure to return your contract and payment right away may result in not reserving a table at the show. **Don't wait!**

THE FINE PRINT: I have read and agree to abide by the terms of this sheet and the nine terms outlined in the attached WFMU record contract. I agree to hold harmless WFMU, Auricle Communications, the venue, and all agents and employees from any liability or claim of personal injury, property damage, or loss arising from my activities or the activities of my agents, employees, spectators, or customers at the WFMU Record Fair. I further agree to abide by all local, state, and federal laws while participating in this event, and I acknowledge that I am responsible for any taxes arising from income derived at this event. I agree that Auricle Communications is merely providing the table space in question. WFMU, Auricle Communications, and the venue will be in no way responsible for, nor a party to dispute or controversies regarding sales and/or representations that I may make at this event. I agree that if I cancel within 30 days of the Record Fair, I am liable for the entire table fee.

Signature: _____ Date: _____