SHORE LEAVE 47
VENDOR INFORMATION & RULES
July 9-11, 2027

Shore Leave will be held at the Wyndham Lancaster Resort and Convention Center in the Lampeter Exhibit Hall. Vendors may request specific table locations, including wall spaces, and we will do our best to accommodate these preferences. All vendors will be treated fairly, with table assignments following a "First-Paid, First-Placed" policy. Early registration increases the likelihood of fulfilling specific requests; however, Shore Leave cannot guarantee any vendor a specific space in the Vendor Room areas. A room diagram is available upon request at vendors@shore-leave.com. The room will be securely locked each night by the coordinator.

1. Shore Leave is required to provide Vendors' information to the State of Pennsylvania for tax reporting purposes. Pennsylvania requires a Transient Vendor Certificate for any enterprise whose business is a sole proprietorship or a partnership that does not have a permanent, physical business location in Pennsylvania and is selling taxable, tangible personal property in Pennsylvania. If you have previously registered for a Pennsylvania Sales & Use Tax License, a Transient Vendor Certificate is not required. To obtain a Transient Vendor Certificate, complete the PA Online Business Tax Registration on myPATH (https://mypath.pa.gov/_/). Obtaining a Transient Vendor Certificate and reporting income to the State of Pennsylvania is your responsibility; Shore Leave will not monitor this and cannot be held liable for any legal complications resulting from noncompliance.

2. Available Vendor Spaces and Costs:
    a. Small Vendor Space (6' wide x 5.5' deep) includes: (1) 6' x 30" table, (1) 6' x 18' back table, (2) chairs per table, (2) 3-Day Weekend badges for the first table, (1) 3-Day Weekend badge for each additional table.
        $260 for the initial space; $200 for each additional space
    b. Large Vendor Space (8' wide x 8' deep) includes: (1) 6' x 30" table, (2) 6' x 18' back tables, (2) chairs per table, (2) 3-Day Weekend badges for the first table, (1) 3-Day Weekend badge for each additional table.
        $360 for the initial space; $300 for each additional space
    c. Additional 6' x 18" back tables are $10 each.
    d. All Vendor Spaces include:
        i. (1) Free Autograph per badge from each of our selected guests on Saturday and Sunday during the Official Autograph Sessions
        ii. (1) Free Hyperlink to your website on the Shopping/Vendors page of the Shore Leave website
    e. NO tablecloths are provided; you must bring your own!

3. Vendor Space payment in full is due 30 days from the date of invoice. Space not paid by the due date will be released to our waitlist.

4. Shore Leave's autograph policy states that select actor guests (names to be announced) will each sign one item at no additional charge during the Official Autograph Sessions on Saturday and Sunday. The item must be provided by you. This policy is subject to on-site agreement with the guests. For vendors, the policy is as follows::

   Vendors may join the waiting area of the autograph line once their badge number range is announced. They will be allowed into the line when their number range reaches the front. Please note that this process may still take some time; therefore, the following options are recommended:

   - Have a trusted individual wait in line with any Vendor badges and items to be signed.
   - Arrive near the end of the autograph session.
   - Wait until Sunday when the autograph session is smaller.

5. Vendors can begin setting up their displays on Thursday from Noon to 8:00 PM and on Friday starting at 8:00 AM. Once you have unloaded your merchandise, you must immediately move your vehicle from the loading area to the designated vendor parking area. A parking map will be provided during unloading.

6. The Vendor Hall will be open from 1:00 PM to 7:00 PM on Friday, 10:00 AM to 7:00 PM on Saturday, and 10:00 AM to 4:00 PM on Sunday. The room will be securely locked at the end of each business day. Vendors are required to remain set up on Sunday until 3:00 PM to allow members as much time as possible to shop.

6. All Vendors must keep their setup within the boundaries of their assigned booths, ensuring that aisles remain completely clear at all times. This rule will be strictly enforced. Banners and displays must not extend beyond your space or exceed a height of twelve feet.

7. Electricity is available at all tables. Vendors requiring electricity must bring extension cords and any necessary supplies to connect to the outlets safely, ensuring all connections are secured to prevent hazards like tripping over loose cords. Any power device, including cords, strips, or UPS units, is subject to a safety inspection by the Shore Leave Vendor Committee. If a device is deemed unsafe, it must be unplugged immediately or not used at all. Please note that the hotel may charge a fee for electricity usage, which will be the hotel's responsibility to collect directly from each Vendor.

8. Individual Vendors are strictly prohibited from making any changes to the room setup, including swapping tables, without explicit permission from the Shore Leave Vendors Room Coordinator. Violating this rule may result in the Vendor being asked to leave the premises immediately.

9. If a Vendor intends to sublet a section of their table space or collaborate with another Vendor by sharing their table space, it is imperative that they notify the Shore Leave Vendors Room Coordinator of this situation. Sharing table space is strictly prohibited without prior authorization. Any breach of this regulation may lead to the Vendor being required to vacate the premises without delay.

10. Shore Leave is dedicated to promoting the finest creators and artistic expressions. Consequently, we do not permit counterfeit goods, bootleg items, knockoffs, or any other pirated merchandise at our event. Shore Leave firmly opposes the sale of unlicensed products. We would like to remind photograph vendors that Creation Entertainment possesses licenses for images from numerous science-fiction television shows and films. Please consider this when placing orders for photos intended for sale at Shore Leave.

11. Content must be regulated to ensure that the rating in the Vendors' Room remains PG-13. Shore Leave retains the authority to request that a Vendor remove any items from their display if complaints are received from members of the convention.

12. All sound-producing devices, including video and CD players, must be maintained at a reasonable noise level, specifically low to medium or lower. The Shore Leave Vendor Committee will conduct regular checks to ensure that all vendors, guests, and fan groups adhere to this standard. They will also provide reminders to anyone playing audio at excessive volumes at any time.

13. Prohibited items - The sale of live merchandise in the Vendor Room is strictly forbidden. Additionally, the use of strong fragrances is not allowed. According to hotel policy, the sale of any food or beverages in the Vendors' areas is prohibited unless prior approval has been obtained.

14. Any vendor engaged in the sale of weapons, particularly weapon props intended for costumes, is required to diligently supervise and restrict access to minors while ensuring the security of these items. Security personnel will periodically patrol the Vendors' Room, and access control will be enforced at the entrances. However, it remains the vendors' obligation to secure and manage these items prior to their purchase by customers. Furthermore, if a customer inquires about the use of such items during the convention, they should be referred to the rules governing the wear and display of these items as outlined in the Shore Leave guidelines. All sword and blade items must be peace bonded, and all weapons and props are subject to safety inspections by Security at any time during the Shore Leave, particularly in the designated meeting areas.

15. In the event of an issue arising in the Vendors' Areas, please reach out to the Vendors' Coordinator or Security for assistance. It is advised not to intervene directly. If the situation warrants, Security or the Vendors' Coordinator will engage the Chairs of Shore Leave to facilitate a resolution.

16. Shore Leave will proceed as scheduled, irrespective of weather conditions. As with any public event, this policy indicates that all memberships, including those for vendors, are non-refundable.

Nevertheless, if you believe that the weather may hinder your safe journey to Shore Leave, we encourage you to reach out to our Vendors' Room Coordinator at your earliest convenience. Should we be able to resell your table(s) prior to the Meeting, a refund will be issued.

17. Only service animals as defined by the ADA are permitted. Regrettably, no other pets are allowed in accordance with hotel policy.

18. Advertisements for the program book are now open for submission; paid vendors receive a 10% discount on any print ad. Individuals who wish to include an advertisement in the Shore Leave Program Book are encouraged to reach out to programbook@shore-leave.com.

19. Any breach of these regulations may lead to the revocation of merchant privileges. Refunds will not be provided.

20. Shore Leave does not assure customers or sales, nor does it provide any exclusivity or licensing agreements to Vendors, unless such terms are explicitly outlined in the Vendor contract.