



## Greetings!

On behalf of the **Afrofuturism Network (AFN)**, it is with great pleasure that we announce our 1<sup>st</sup> Annual **Afrofuturism Network Comic Book Convention and Conference (AFNCC)** occurring **Saturday, June 11, 2016**, in Chantilly, Virginia between 10 am and 6 pm.

We will provide activities promoting creativity in youth, innovative workshops, informative panel discussions and feature the talents of various artists.

In order to insure a wonderful experience for all attendees must adhere to the following rules:

- no smoking or alcohol
- monitor all children that you bring and do not allow them to run freely
- be respectful of all convention attendees, vendors and staff
- dispose of all waste properly
- no loitering outside the building

**Special Note:** If you are interested in purchasing a table for the marketplace, please complete the vendors form and read/sign the rules and regulations for vendors.

Any questions please contact [info@afrofuturismnet.com](mailto:info@afrofuturismnet.com).

Thank you,  
*Williams Jones* , President, AFN.



## **ARTIST & VENDOR REGISTRATION GUIDELINES**

**AFNCC 2016 will be held on Saturday, June 11, 2016 from 10:00 a.m. – 600 p.m.**

**Please note:** Vendors can set up starting at 8:30 a.m until 9:30 a.m.

We expect you to complete your set-up at least 30 minutes prior to the beginning of the Convention.

**Registration Deadline: June 1, 2016**

The one-table registration fee is **\$120**, which includes one **6' x 30"** table with two chairs and up to two participant badges.

### **NO ON-SITE REGISTRATION WILL BE AVAILABLE**

**CANCELLATIONS:** All cancellations must be submitted in writing by June 1, 2016 via email at will

**Cancellations:** All cancellations must be submitted in writing by June 1, 2016. If you cancel your confirmed space reservation after June 1, you will **NOT** receive a refund. Upon opening day of show, if you have not set-up or contacted convention management, after 8:30 a.m. your space will no longer be available, with no reimbursement to you. Unused locations will be allocated at the discretion of convention management for media partners, activity facilitation, information sharing, etc.

Tables will be assigned during the registration period in order of confirmation. Availability will be limited by the space and configuration restrictions of The Plaza. You will receive registration confirmation via e-mail after receipt and review of (1) the completed and signed registration form, (2) full payment of selected fees, and (3) samples of works for sale. To facilitate set-up, bring a copy of your confirmation e-mail as proof of registration. Unused locations will not be made available to unregistered vendors.

In the event that the venue cannot accommodate additional tables, you will be notified of your registration being in wait list status. Should any cancellations be received, registrations in wait list status will be confirmed as replacements in the order that all requirements were completed. Registrations in wait list status as of the start of the convention will have payment refunded in the manner it was received.



## **ARTIST & VENDOR REGISTRATION GUIDELINES (cont'd)**

Small easels are permitted and banners can be hung from the front of your table if they do not interfere with the professional on either side of you. **NO SOLICITATION IS ALLOWED OUTSIDE OF YOUR DESIGNATED SPACE.**

AFNCC 2016 is a family-oriented show and we request that everyone take special care in the sale and display of adult material. If at any time you are asked by Convention Management to cover and/or remove an item from the view of our younger attendees, you must do so immediately, or you will be asked to leave the marketplace floor. If asked to leave, you will not receive a refund.

**We require that you submit a sample of your work with your application.** Samples may take the form of photographs of your items for sale or display and/or high resolution color photo copies of your book covers and at least eight (8) interior pages. AFNCC reserves the right to decline a potential vendor's application due to his or her products that we may deem "not in kind with our convention codes/standards." There can be no product changes or product line additions after an application is filed, without the written consent of AFNCC.

Absolutely no selling of illegal or bootleg DVDs, CDs, or VHSs is permitted on premises.

In our efforts to maintain a high level of professionalism in our marketplace, we ask that all vendors come prepared with the following:

- 1) Business cards and/or flyers with appropriate contact information, including a means to contact your company after AFNCC 2016
- 2) Staff / Volunteers that are professional in appearance and behavior
- 3) Products for exhibition and/or sale that are clean and professionally exhibited without exposed tape, staples, or other fastening
- 4) Customer bags large and durable enough to hold and carry sold products
- 5) Currency necessary to make change for customers
- 6) Set-up that hides storage of personal belongings, inventory, materials, and discards
- 7) Charged cell phone, if regular off-site contact is necessary

All trash, display items, leftover giveaways, decorations, etc., must be taken with you or placed in recycling or trash bins when you leave. If AFNCC, needs to clean your space after the Convention, you will be charged a base fee of **\$100** on future registrations.



## **ARTIST & VENDOR REGISTRATION GUIDELINES (cont'd)**

Limited parking is available in an outdoor lot adjacent to the Barthelson Plaza. Parking availability is limited; early arrival is recommended.

Security staff and volunteers will be on the premises during the event day to assist with crowd management.

AFNCC reserves the right to take staged and candid photographs of any and all convention participants during AFNCC. AFNCC reserves the right to use these images in magazines, newspapers, flyers, internet outlets, or electronically transmitted advertisements associated with AFNCC promotions.

AFNCC will assume no responsibility for loss, injury, damage, or liability of any other kind, except as a result of AFNCC's own negligence. The Sponsor/Exhibitor agrees to indemnify and hold harmless the AFNCC, its officers, directors, and agents from any and all claims including, but not limited to, those based upon property damages, personal injuries, taxes and/or loss, in any way related to Sponsor's/Exhibitor's participation in the Convention, and resulting from Sponsor's/Exhibitor's negligence, including reasonable attorney's fees. Sponsors/Exhibitors are encouraged to remove all valuables from their booths after the close of the Convention on Saturday, June 11, 2016. The AFNCC and its officers, directors, and agents assume no liability for loss of or damage to exhibitor's property, except where such loss or damage is the result of AFNCC's own negligence.



**ARTIST & VENDOR REGISTRATION FORM**  
 Please complete and print clearly in all sections of this form

Name (badge #1):			
Name (badge #2):			
Company Name (for listing):			
Street Address:			
City, State, Zip:			
Phone Number:		Fax Number:	
E-Mail Address:			
Website:			
Twitter:			
Facebook:			
Item(s) you will sell: <i>We require that you submit a sample or image of your work with your application.</i>			
	<input type="checkbox"/> My work contains adult material (Must be obscured from casual view)		

**Registration Deadline: June 1, 2016**  
**Must be submitted by fax or online**

- Please reserve one (1) exhibitor table for \$120.00. Enter up to three (2) names for badges.
- Please provide one (1) electrical access plug for \$45.00.

*Submit payment online: <http://afrofuturismnet.com>*

AFNCC reserves the right to refuse any application deemed inappropriate at our discretion. Please review the guidelines carefully prior to signing this form. By signing the registration form, the Sponsors/Exhibitors confirm that they have read, understand, and agree to abide by ALL rules, regulations, and limitations of liability outlined in this document:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_