

Welcome to the exhibitor experience of Sin City Anime 2023!

We are the Anime convention of Las Vegas, and our experience shines bright over the valley that is our family. Sin City Anime is a community based convention, focusing on entertainment, fandom inclusion, and customer service hospitality. Our event is ecstatic and fun, and thrives on being a positive festival environment that brings great personal interactions between everyone that attends our event. The hotel resort setting brings a lot of consistent traffic as a large portion of our attendees stay on site and frequent the entire convention from 10am to 12am at night.

We have around 13,000 sq. ft. dedicated to our exhibitor experience within the Gold Coast. This year's map contains the below allotment of artists and vendors split between two separate halls, the gaming hall and the exhibitor hall. There will be vendors in both the gaming hall and the exhibitor hall.

51 Vendor 10'x10' spaces
63 Artist 6' table spaces

The artists and vendors are combined in our hall, with the vendor booths taking up the center of the hall, and the artist tables cover the wall sections of the hall. The exhibitor hall will come with Wifi access, codes will be distributed to artists and vendors. There is a ton of on site food options at Gold Coast.

Always feel free to reach out to us if you have any questions or concerns on any part of the process. We have exciting updates to our system and overall quality boosts to our entire experience. We look forward to unveiling more as time approaches our dates. Best wishes from the exhibitor team, and we hope to be speaking with you soon!

Kris Hirshberger
exhibitors@sincityanime.com

General convention queries:
executive@sincityanime.com

Sin City Anime
November 3rd-5th, 2023
Gold Coast Hotel and Casino
4000 W Flamingo Rd, Las Vegas, NV 89103

Exhibitor Hall Setup:

11/02 Thursday 12:00pm-10:00pm
11/03 Friday 10:00am-12:00pm
11/04 Saturday 9:00am-10:00am
11/05 Sunday 9:00am-10:00am

Exhibitor Hall Business Hours:

11/03 Friday 12:00pm-8:00pm
11/04 Saturday 10:00am-8:00pm
11/05 Sunday 10:00am-6:00pm

Game Hall Setup:

11/02 Thursday 12:00pm-10:00pm
11/03 Friday 11:00am-1:00pm
11/04 Saturday 11:00am-12:00pm
11/05 Sunday 11:00am-12:00pm

Game Hall Business Hours:

11/03 Friday 2:00pm-10:00pm
11/04 Saturday 12:00pm-10:00pm
11/05 Sunday 12:00pm-7:00pm

Vendor Booth Info:

Vendor Booth space is approximately 10'x10' large and include:

(2) tables, (2) Chairs, table coverings (no skirting), (2) exhibitor passes.

-Sin City Anime sells up to (4) booths per registered business to widen opportunity and create diversity in the Exhibitor Hall.

Artist Table Info:

Artist Alley spaces are approximately 6'x6" large and include:

-(1) table, (2) chairs, table coverings (no skirting), (2) exhibitor passes.

-Sin City Anime sells (1) table per artist to widen opportunity and create diversity

Artist Alley Table Info:

General Rules

All exhibitors are partners with Sin City Anime, and are treated with great care. Exhibitors are expected to reflect this respect to all staff, volunteers, attendees, and fellow exhibitors throughout the convention. Due care of the facility is expected of all exhibitors. Trash cans will be available throughout the facility. Vendors must be at least 18 years of age or older to purchase a booth at Sin City Anime.

Exhibitors are to refrain from taping, nailing, or adhering ANY signage or material to any hotel/venue wall, door or surface. This results in possible fines and fees from our venue.

Vendors who do not check in by 1 pm on Day 1 will forfeit their booth and will not be offered a refund. Vendors who are running late or anticipate being unable to check in by that time should contact the Vendor Director at exhibitors@sincityanime.com

By participating in Sin City Anime's Exhibitor Hall, vendors must allow official Sin City Anime photographers and videographers to photograph record their booths and likeness throughout the convention.

How to be an exhibitor with Sin City Anime 2023

1. Apply online with the Exhibitor Pre application form

Contact info, Brand info, Address, Tax ID (if applicable), Product Description, Product Images or Booth setup, Website / links / social medias, Agree to terms of Sin City Anime.

2. Receive Communication email from exhibitor team

Applicants will receive a form completion email automatically, and then the exhibitor team will review accounts, accept exhibitors, and then emails will be sent based on acceptance or declination.

3. Email communication leading up to the event.

One month before the convention dates, preparation emails will be sent by the exhibitor team to begin communication and ready the exhibitors for their experience and time in Las Vegas. This communication will have important setup/breakdown info, updated information or changes to layout/system will be communicated, and overall clarifying info can be brought up and hashed out.

4. Arrive and setup at Sin City Anime for an amazing exhibitor experience!

Your registered contact that received the form complete purchase email will be able to check in at Reception to receive their badges and information on directions to the exhibitor hall for setup.

Check in within the hall at the Exhibitor Team Table. You will receive your wifi codes, one time sales tax form, and exhibitor resources for your exhibitor setup.

Have a profitable, exhilarating experience at Sin City Anime.

5. Finish your great experience and make sure your sales tax is handled.

At the end of the convention, a member of the exhibitor team will go around prepare and eventually collect the temporary sales tax form and included Payments.

The amount written on the form for sales tax collected should be deposited into an envelope, Cash / money order/ check are accepted.

www.sincityanime.com/exhibitors

Product Limitations

- Unofficial merchandise, or bootleg merchandise, is not allowed at Sin City Anime. Vendors are asked to keep any such products out of the convention space at all times. Vendors who are found to be selling or displaying bootleg merchandise will be given one warning to remove the product(s) from the convention space. If the vendor is found to be selling or displaying bootleg products a their booth a second time, they will be asked to stop sales immediately and will be given 2 hours to pack and remove their materials from the convention space and will not be given a refund.
- 18+ mature content may be sold in the exhibit hall ONLY if the product/slogans/ brands are covered from view from standard attendees. Exhibitors will have to require ID from attendees to view and sell their 18+ product to them. Exhibitors are required to have opaque (non-clear) bags or coverings for all 18+ item purchases. These bags/covers must completely cover all merchandise purchased, as attendees will get in trouble for having these mature items exposed in general areas.
- No food is to be sold or given away at the convention. This includes prepackaged food and drinks. Some exotic snack items are permissible, like Poki or ramune.
- Products that have a strong odor must be in an odor-concealing package. Vendors will be asked to remove any products that produce strong odors in the exhibit hall.
- Vendors selling weapons must check IDs to ensure that only attendees ages 18+ are allowed to handle and/or purchase weapons. All weapons sold must be boxed, and the attendee must be informed that they are required to then take the box out of the convention space back to their cars or hotels.

Table Rules

- Vendors will be charged for any damages done to their table.
- Vendors may not move their assigned tables or switch tables with other vendors without consent from the Exhibit Hall Director.
- Overhead displays may not be taller than 8 feet above the ground.
- Vendors are expected to keep walkways clear between booths to allow attendees to walk freely around the exhibit hall.
- Any music played in a booth must appropriate for all ages and must be at an appropriate volume that will not disturb other vendors.
- Flammable products are not allowed per the hotel fire code.
- Electricity can be purchased for a one-time fee of \$125 per vendor (regardless of how many booths are purchased).

Sin City Anime Inspection Audits

The exhibitor team has the essential role for our security and legal logistics side to inspect and audit the procedures and business conducting for each and every exhibitor. The mentioned general rules, product limitations, and table rules will be enforced and inspected in various methods, with our priority always being the safety of our attendees and the sanctity of the Sin City Anime brand.

Security

Hotel Security will close and lock the doors to the Exhibitor Hall after designated breakdown times after closing of exhibitor hall. Sin City Anime LLC is not liable for any loss or damage of products.

It is recommended for exhibitors to take their money boxes and any high-priced items with them when they leave. For any security-related issues during the show, exhibitors should contact executive@sincityanime.com for immediate action.

Cancellations

- Before August 3rd: full 100% Refund
- Before September 3rd: full 50% Refund
- Before October 3rd: 25% Refund
- After October 4th: No Refund
- Refunds may take between 3-7 Business days to process and the process will be communicated via email.

Load In Details

Exhibitor Load in will have two access points. Gold Coast standard lvl 3 parking lot will have an accessible bridge for easy load in.

However, it is important to note that if your vehicle exceeds 7.5 ft in height, you will need to email us in advance to schedule out dock time to load in with access to the freight elevators. This will ensure a smooth and efficient setup process for all exhibitors at our anime convention. Thank you for your cooperation in this matter.

One Time Sales Tax Return Info

Complete the return with the following info in all sections before leaving the show:

Name of Business or Individual

Phone Number

Business Address

Gross Taxable Sales

Sales Tax Due

Signature of Vendor

Assigned Space Number

-All three sections should be filled out.

-The Seller's Copy (bottom) is to remain with the vendor.

-The Promoter's Copy (middle) is retained by the promoter.

-The Department Copy (top) which is to be mailed back to the Department

-If a check or money order is made payable to the promoter, another check will be needed to be issued payable to NEVADA DEPARTMENT OF TAXATION.

-We will then compare the number of returns collected to the list originally submitted in the application. Note and explain any discrepancies. This may take a few minutes.

-TIP: Nevada Sales tax in Las Vegas, Clack County = 8.38%

-Sales tax needs to be collected on all tangible goods, it is important that each exhibitor is accurate and records sales throughout the convention.

-If sales tax is included in the selling price, a sign must be posted at each booth indicating that sales tax is included in all purchase prices. If the vendor already holds a Nevada Sales Tax Permit, the vendor must have one posted in the booth.

-There are Revenue Officers who periodically visit one-time events to verify that the promoter and vendors are in compliance with Nevada statutes so we should all always be on the ball!

-If a vendor has no sales, or has non-taxable sales, or already holds a Nevada Sales & Use Tax Permit, they may enter 0 in the sections or communicate with the exhibitor team.