

## **Teddy Bear Vendor Information concerning Teddy Bear Reunion in the Heartland**

We have received many questions asking for specific information about Clarion's June 2010 event. Below is information regarding the most frequently asked questions.

**Teddy Bear Reunion in the Heartland official web site address is**  
**<http://teddybear.clarion-iowa.com/>**

\*Several artists and vendors have asked if they can place a business card size **advertisement** in the Teddy Bear Tabloid (that will be distributed to all Wright County Monitor subscribers, to TB Reunion conventioners and at the TB Reunion information booth for drive in participants). Send \$24.00 and ad information to Wright County Monitor, Teddy Bear Tabloid ad, PO Box 153, Clarion, Iowa 50525. Include your business card or ad copy with payment. Deadline to place the ad is May 20<sup>th</sup>. Enquire at above address for larger ad costs. This is an offered service. You are not required to participate.

\*The **Boys Celebration** will take place on Sunday, June 13 between 10:00 AM and 4:00 PM. at the Heartland Museum. This event will target collectors of Boyds products. It will bring a fresh batch of collectors to town on Sunday. We will be offering shuttle service between the events to hopefully get more collectors buying at both venues.

\*At past TB Reunion events conventioners have asked how they can help us raise money for our charities. Since the TBRH2000 we have held the Galaxy of Bears which has been renamed this year to **Charity Bear Encounter**. Collectors, vendors and artists are asked to search through their bear hug and see if there are any members that might need a new home. We have been surprised at the generosity of everyone who brings things for this event. Over 900 bears and other animals were donated in 2000. The bears are assigned to various price tables (\$1.00, \$3.00, \$5.00, \$10.00 and \$20.00) and numbers placed in their laps. Matching numbers are placed in a container. Conventioners get in the various lines, pay the fee, draw a number from the container and go home with the bear sitting on the table that matches the number they draw. It is a fast and furious event that lasts about 15 minutes and happens just before the Auction. If you wish to donate bears from your hug to this event, turn them in at the registration desk when you arrive.

\*In order to qualify for the \$50 sales table each vendor must donate a bear or related item/s to be used as a **Convention Door Prize** or various promotions for the general public. The item/s are to have a wholesale value of \$100 or more. You may turn in your item/s at the registration desk when you pick up your registration packet. Please label the item as a door prize, attach an explanation if needed and your business card. Some items will be given away at the opening ceremonies and also at the closing ceremonies. The items for the public will be given away on Saturday after the parade at Festival in the Park. At past events, some vendors have given expensive bears and asked that they be sold in the Auction. If you plan to do this, we must know by May 10<sup>th</sup>. Please phone Steve Schutt at 515-532-2591 or email him at [clarionsteve@aol.com](mailto:clarionsteve@aol.com) .

\***Registration** for the convention will take place on Thursday, June 10, 2010 between 10:00 AM through 10:00 PM at the Clarion Partnership for Growth office located at 302 South Main Street in the community's restored railroad depot. All conventioners are urged to register before 4:30 PM when the evening's events will begin. If you arrive after 4:30 PM head to the Depot and register. The registration staff will be able to direct you to the evening events.

\*All teddy bear vendors and special guests are asked to **Ride in the Parade**. It is a fun time. There will be a hay rack for vendors to ride. You will be scheduled near the beginning of the

parade and you can see most of the parade after getting to the end of the route and heading for Gazebo Park. You will receive instructions on Saturday morning in the salesroom telling you where to meet to climb aboard.

**Sales table helpers** must be reported to the registration committee before arrival. Special badges are needed to enter the sales area during set up and will not be made after June 1<sup>st</sup>. Each sales table is allowed one non-family helper or two family helpers. **Sales table helpers must be registered for the Reunion to participate.** Our records show that you have asked to have \_\_\_\_\_ as your helper/s. If this is incorrect, please notify Steve Schutt at telephone 515-532-2591 or by email at [clarionsteve@aol.com](mailto:clarionsteve@aol.com).

\***Sales tables** measure eight feet long by 30 inches wide. A table skirt is provided for the sides of the table. Exhibitors must furnish their own table top cover. Please note that LEG EXTENDERS to raise the table top higher are not allowed. No electricity is provided. Any shelves or risers used on your display may not be higher than three feet tall. No items are allowed on the floor or if applicable on walls behind the table. Your display may not block the displays of your neighbors. If you work the show by standing in front of your table please call or email Steve Schutt with that information. (515-532-2591 or [clarionsteve@aol.com](mailto:clarionsteve@aol.com))

\***Sales table set up** begins at 6:15 AM on Saturday morning. All tables must be ready for viewing by 8:10 AM. Vendors may carry their sales items into the show room and place them under the table on Friday night after the auction. They may also attach the table skirt and put on their table cover. Sales items may not be unpacked and displayed until Saturday morning. The Friday night partial set up is offered to allow you more time early Saturday morning to attend the firemen's breakfast.

\*An Iowa **Sales Tax Permit** form will be given to you Saturday morning at the show. The Teddy Bear Reunion is required by Iowa law to send a list of the names of all persons selling in the salesroom to the Iowa Department of Revenue. You will need to fill out the form, add your check for sales tax collected at the event and return the form to the Teddy Bear Reunion Committee before you leave or send it to the IA Dept of Revenue after you return home. Anyone selling who resides outside the United States must return their form to the committee before leaving the event.

\*Attention **Workshop Presenters** – If you have any questions or concerns about your workshop space or have special needs, please contact Steve Schutt at 515-532-2591 or [clarionsteve@aol.com](mailto:clarionsteve@aol.com) . All workshops are posted on the web site (web site address is at the very top of this letter.)