



NEW YORK SCIENCE FICTION SOCIETY -

the Lunarians₂, Inc.

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LUNACON 2017

April 7 – 9, 2017

January 15, 2017

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Dealers' Room Information

Westchester Marriott

Tarrytown, New York

Guests of Honor:

Ben Bova

Bob Eggleton

Marianne Plumridge

Roberta Rogow

Musical Guests:

Boogie Knights

VERY IMPORTANT INFORMATION! PLEASE READ!!

LUNACON 2017 will be in a new/old hotel, the Westchester Marriott, 670 White Plains Road, Tarrytown, NY 10591-5104, home of our convention from 1986 through 1990.

The Dealers' Room will be located in the Tarrytown Ballroom next to the Grand Ballroom on the main floor of the hotel.

We have reduced the number of tables available to more closely fit our anticipated attendance. Because of this reduction, only a limited number of book dealers will be allowed to purchase a third table. A book dealer is one who will be selling books as an overwhelming majority of their merchandise.

Convention memberships are **not** included with the cost of a table. However memberships purchased at the same time as a table are priced at the reduced membership rate of \$50 which is a \$10 reduction from the current adult membership rate of \$60. Every person working at a table **must** have a **LUNACON 2017** membership.

If you plan to pay by credit card, you will be given a secured online link and password with your space confirmation to make your payment. You will have 10 (ten) days to make payment before your table is assigned to someone else. Checks mailed with Reservation Forms will not be cashed until after your table confirmation is sent out.

Dear Dealer,

Lunacon reserves the right to select dealers, and to limit table space assigned. Such factors as a balanced room, speedy and accurate applications, and prior dealing at the convention will all be considered, but the final selection must remain ours.

1. The cost of each table is \$75 and does **not** include a membership. A limited number of three-table blocks are available to book dealers only whose merchandise is over 50% books.

2. Every person working at a table must have a **LUNACON 2017** membership. *All memberships purchased at the same time as a table are \$50.* Any additional memberships purchased at the door are full price. Assistants whose memberships are not purchased in advance will have to pay at-the-door rates. If you are buying additional memberships for assistants, please tell us whom they are for. Use the attached form, if necessary.
3. Dealers will again have the ability to use any existing outlets in the Dealers' Room at no additional charge. In addition, dealers will also be able to use their own extension cords and surge suppressors. Please remember that all cords and power strips must be in safe working condition and able to handle the electrical load. Electrical equipment must have either grounded (triple-prong) or polarized plugs. All extension cords must be taped to the floor using gaffers tape. Masking/painters tape is not allowed. Due to an issue in previous years, we will have to remind people to please not make adjustments to anything electrical that is not your own.
4. ***Please be aware that you may need to bring additional lighting for your space.*** Unfortunately, the hotel is not able to provide additional lighting in the Dealers' Room at no charge. In order to avoid raising our costs (and avoid having to pass along any increases), **LUNACON 2017** will not be able to provide additional lighting in the Dealers' Room.
5. Weapons **may** be sold in the Dealers' Room. Weapons **may not** be sold to minors under any circumstances. After all sales, weapons must be securely wrapped in opaque wrappings and tape and immediately brought to the buyer's room or vehicle. Please check the weapons policy posted on our website (<http://2017.lunacon.org>) for full details.
6. Loud, noise-producing displays are not allowed in the Dealers' Room. Headsets must be provided.
7. Dealers are responsible for collecting and reporting their own NYS sales tax. The local tax rate is currently 7.38%. If you don't have a sales tax number, please go to the New York Department of Taxation and Finance website, <http://www.tax.ny.gov> or call 1-800-CALL-TAX, or write to: NYS Dept of Taxation, Taxpayer Assist Bureau, W A Harriman Campus, Albany NY 12227, where you should be able to get the forms you need.
8. There will be security in the Dealers' Room when it is closed, or doors will be securely fastened.
9. Dealers will be able to start load in to the Dealers' Room at 10:00 a.m. Unfortunately, early access to the Tarrytown Ballroom will not be permitted.
10. The Tarrytown Ballroom is on the Lobby Level/Ground Level of the Westchester Marriott. There are several doors near the Grand and Tarrytown Ballrooms that can be used for loading. We request that you restrict your use of these doors to Friday between 10:00 a.m. – 6:00 p.m. The main entrance at the front of the hotel will not be available for loading. You will not be allowed to leave your vehicle unattended or start setting up your space until your vehicle is completely unloaded and moved out of the loading zone. If your vehicle is left within the loading zone after the specified time, it will be towed at the owner's expense. All parking is open-air in the hotel's lot.
11. Dealers expecting to lean or prop things against the walls **must pad** the contact points with felt or foam. Likewise, naturally, NOTHING may be hung, stuck, or fastened to any wall surface in the Dealers' Room.
12. Dealers in art prints are welcome in our Dealers' Room. However, any art print sold in the Dealers' Room cannot also be displayed and sold in the Art Show Print Shop. Conversely, any art print title that is displayed and sold in the Print Shop cannot be sold in the Dealers' Room.
13. Please indicate on the accompanying form a rough estimate (*by percent*) of what you sell (e.g., 50% new sf, 25% used hardcover sf, 25% fannish filktapes.).
14. The deadline for receipt of reservations is March 13, 2017.

15. If you are going to pay by check or money order, your full payment must accompany all reservations. Checks or money orders **must** be payable in US dollars; all checks **must** be drawn on a US bank.
16. If you plan to pay by credit card, you will be given a secured online link and password with your space confirmation to make your payment. You will then have 10 (ten) days to make this payment before your table(s) is/are assigned to someone else. We cannot accept payments through PayPal.
17. ***IMPORTANT STUFF—READ!!*** Your check will not be cashed until after your table confirmation is sent out. **Membership refunds will be made only if you will not be attending the convention, and cancel according to our refund policy below.** If applicable, membership fees will be fully refunded. Please see #20 for our cancellation and refund policy on dealer space.
18. ***NO applications will be accepted unless they are accompanied by a completely filled-out reservation form, payment for space, or indication that you plan to pay by credit card, and a signed and dated release form.*** The signature on the back of the form must be that of the person named on the form. Incomplete or unsigned forms, forms without payment, or payment without properly filled-in forms, will be returned.
19. Please mail your completed form, plus payment made out to ***The Lunarians (2)***, to
LUNACON 2017
Attn: Dealers' Room
Post Office Box 3137
New York, NY 10163-3137
Email: dealers@2017.lunacon.org

If you are planning to pay by credit card, you can also fill out our online reservation form on our website at <http://2017.lunacon.org> and click on the "Dealers" link on the top of the page.
20. Should you need to cancel, we will refund your space fees in full **only** if you cancel before February 28, 2017. From February 28 – March 13, 2017, we will refund your money, minus a \$25 processing fee, only if we are able to resell your space. Refunds requested from March 13, 2017 on will be made on a case-by-case basis. All refunds will be made by check no matter how your pay for your space reservation.
21. All acceptances will be sent via email. Please be sure that your email address is printed clearly. If you do **not** want to receive your confirmation by email, please check the notification space at the end of your application!
22. ***Deadline for receipt of applications is March 13, 2017.***

If you have any questions, you can reach us at dealers@2017.lunacon.org.

Thank you for your interest. I hope we all have a satisfying con.

Sincerely yours,

Devra Langsam
LUNACON 2017 Dealers' Room
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