

## Booth Inventory, Important Dates and Fair Schedule

### ALL BOOTHS INCLUDE THE FOLLOWING INVENTORY:

- One 8' high back wall drape and 3' high side rail drapes
- One custom booth sign with name of bookshop, location (city and state or country), and booth number
- Two folding bookcases
- One power outlet, wastebasket, "Booth Unattended" sign, and bottle of glass cleaner and paper towels

### 10x20 AND 10x15 BOOTHS INCLUDE:

- Two 6' tables (draped on 3 sides)
- Three chairs

### 10x10 BOOTH INCLUDES:

- One 8' table (draped on 3 sides)
- Two chairs

**NOTE: Shared 10x15 and 10x10 booths** include the inventory listed above, and booth partners will share the inventory.

### IMPORTANT DATES

#### October 15, 2022

- Registration deadline and deposit due to be included in the booth lottery

### EXHIBITOR CANCELLATION SCHEDULE

- On or before October 15, 2022 FULL refund
- After October 15, 2022 deposit is non-refundable.
- After January 6, 2023 no refunds of deposit, fees, equipment, etc.; all invoices must be paid in full.

#### November 2022 (date to be confirmed)

- Booth Lottery
- Booth assignments and onsite details (shipping, additional equipment, booth diagram, hotel etc.) available at [abaa.org/cabookfair](http://abaa.org/cabookfair)

#### January 6, 2023

- **FINAL BALANCE DUE:** Booth space will be released if final payment is not received. **NO refunds after January 6, 2023.**
- **DEADLINE FOR DISCOUNTED HOTEL RATE of \$189+** per night at Sheraton Pasadena Hotel for February 8 – 12, 2023, on a first come, first served basis. Information for booking at a discounted rate will be available at [abaa.org/cabookfair](http://abaa.org/cabookfair).
- Advertisement artwork due for paid and complimentary advertisements.

### FAIR SCHEDULE

Thursday, February 9	9:00 AM - 5:00 PM 12:00 PM - 5:00 PM	Tailgate drop-off ONLY* Registration and booth set-up
<i>*Exhibitors unloading their own books may drop them off at the venue but may not enter the building or register until 12:00 noon.</i>		
Friday, February 10	9:00 AM - 3:00 PM 3:00 PM - 8:00 PM	Continued Booth set-up Fair open to public (\$25 admission)
Saturday, February 11	9:00 AM - 11:00 AM 11:00 AM - 7:00 PM	Fair open to exhibitors Fair open to public (\$15 admission)
Sunday, February 12	10:00 AM - 11:00 AM 11:00 AM - 4:00 PM 4:00 PM - 8:00 PM	Fair open to exhibitors Fair open to public (\$15 admission) Exhibitors move-out