

July 29, 2015

Hi again! Thank you all for being so very patient while the electrical access was sorted out along with some other issues. This letter covers electrical access, a Saturday morning coffee/pastry invite and a reminder of tax numbers needed as well as registration stuff.

ELECTRICAL

Sasquan will be bundling electrical orders to reduce confusion with the convention center and to minimize the cost. The electrical service from the convention is NOT guaranteed to be 24-7 so assume at night things you leave plugged in will not have power.

If you plug more than one item into an outlet a power strip with a circuit breaker MUST be used. Cube taps and plain power strips are not allowed. This is a convention center rule and your electrical use is subject to convention center inspection. Please come prepared with power strips that have circuit breakers. (A power strip with a circuit breaker is listed on Home Depot's website for about \$9.) Please note that your electrical equipment should be safe (no exposed wires) and UL or similar approved devices.

The costs are as follows and include WA sales tax of 8.7%. These prices are for the whole convention, NOT per day. You have until August 12, 2015 to reserve at these rates. You will also be able to purchase it at the convention but it will most likely be more and may be delayed by several hours for installation.

- 500 watts - \$70.66
- 1000 watts - \$92.40
- 2000 watts - \$125.00

You can order a power drop online via <https://sasquan.swoc.us/sasquan/payments.php> Make sure in the notes to specify how much power you need and what name your space in the Dealer Room is under.

Layout

The room has been finalized and a map and legend of the room are now available

online. You may view it here: <http://sasquan.org/wp-content/uploads/2015/06/DealersRoomMap.pdf>

Be considerate of the other dealers that share the common spaces with you and do NOT remove or block the access aisles or make it difficult for other dealers to use the common backspace. Dealers who fail to abide by this will be directed to remove the offending items from aisles and backspace. Some of the aisles are wider to accommodate those with mobility issues; do not assume that those aisles can be "shrunk" and keep your display and merchandise within the confines of your space.

Some of you have booths rather than tables. Booths are space-limited to the booth confines. Please do not plan to extend your displays or merchandise out into the aisles. This includes chairs and tables. The aisles need to be kept clear at all times.

Food and Drink

The Sasquan Dealer Room staff invite you to join us Saturday morning (August 22) from 9 - 10 AM for coffee/tea and assorted pastries. We have made some changes to how things have been done in the past and would like to hear from you how those worked or how they didn't work for you. We promise no microphones shoved in your faces.

Tax Information

If you have not provided Sasquan with your Washington State Tax number please do so ASAP or plan to bring it with you to Sasquan Dealer check-in. You will NOT be allowed to open for business on Wednesday without it nor will you receive Dealer Room ribbons allowing you before/after access to the room. If you haven't yet registered really go do so. It's free and quick. <https://fortress.wa.gov/dor/efile/secureforms/content/doingbusiness/registermybusiness/tempreg.aspx>

Membership Information

Everyone in the room MUST have a membership during open to attendee hours. Please make sure you have sent me email with the names for any additional badges you want to pick up at Dealer Control. I must have names by August 1 to make that happen. Registration will be open Tuesday as well for any badge issues.

For Booksellers

A list of program participants is now up online. <http://sasquan.org/program-old/participants/>

I look forward to seeing (and meeting) all of you in August. Travel safe! If you have any questions NOT covered by the FAQ or this letter please contact me. I will be available via email up to the convention.

Regards,

Angela Jones-Parke
Sally Kobee
Larry Smith
Holly Forbis