NARBC 2025

NORTH AMERICAN REPTILE BREEDERS CONFERENCE
WWW.NARBC.COM

SCHAUMBURG - SUMMER
August 2-3, 2025

SCHAUMBURG BOOTH#

VENDOR FORM
REGISTRATION & SPACE REQUEST

SUBMITTED: (Please Choose) ☐ In Person
☐ Email: bap267@aol.com ☐ Fax: 708.781.9602
☐ Snail Mail: 6420 W. 167th St., Tinley Park, IL 60477

DO NOT SUBMIT/SEND AS A PHOTO – PERIOD!!!

VENDING AS: _____

VENDOR CONTACT: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ EMAIL: _____

ON THE WEB: _____

☐ *NEW VENDOR* ☐ *UPDATED INFO*

CONTACT

BRIAN POTTER: 708-932-8044 BOB ASHLEY: 575-557-5757

SCHAUMBURG CONVENTION CENTER & HOTEL
1551 N. THOREAU DR
SCHAUMBURG, IL 60437

HOTEL RESERVATIONS
RENAISSANCE MARRIOTT
(847) 303-4100

VENDOR SET-UP & VIP HOURS
Friday Noon - 7pm
Saturday 7:30am - 10am

SHOW HOURS
Saturday 10am - 5pm
Sunday 11am - 4pm

VENDOR SPACE OPTIONS ALL OPTIONS BELOW INCLUDE PIPE & DRAPE, PLUS CLOTH COVERED & SKIRTED TABLES		COST	QTY	TOTAL
CORNER SPACE (100sqft) – 10' X 10' with (1) Vendor Badge & (1) - 8' Table		$395		
IN-LINE SPACE (100sqft) – 10' X 10' with (1) Vendor Badge & (1) - 8' Table		$345		
ELECTRICITY	$150 AT SHOW	$125		
EXTRA 8' TABLE	$50 AT SHOW	$40		
VENDOR BADGES				
___ *INCLUDED FREE*	1ST ADDITIONAL VENDOR BADGE(S) ~ (___ *AVAILABLE*)	$25		
	ADDITIONAL VENDOR BADGE(S) ~ (IN EXCESS OF ___)	$40		

CHOOSE PAYMENT OPTION

~ MINIMUM DUE WITH FORM IS 50% OR %100 WHICHEVER IS HIGHER ~ FIRST TIME VENDORS MUST PAY IN FULL ~ NO EXCEPTIONS ~

___ PAY IN FULL	~OR~	___ 50% DOWN = _____	VENDOR SUBTOTAL:	
			AMOUNT of PAYMENT:	
CHOOSE PAYMENT METHOD & COMPLETE APPLICABLE FIELD(S) BELOW:			NARBC ADJUSTMENT: (IF APPLICABLE)	

☐ CASH ___ CREDIT CARD ___ CHECK

V/MC/DSC#: _____ EXP: ___/___ CCV: _____
ENTER NUMBERS ONLY NO SPACES OR DASHES

AMEX#: _____ BILLING ZIP CODE: _____

CHECK#: _____ DATE ON CHECK: _____ (Make Payable to NARBC)

RETURNED CHECKS WILL INCUR A $50 FEE - PAYABLE AT CHECK-IN

CURRENT AMOUNT DUE

MESSAGE /REQUEST FOR SHOW ORGANIZERS

- SEE VENDOR RULES & ILLINOIS REGULATION/COMPLIANCE INFO AT: NARBC/SCHAUMBURG/VENDOR REGISTRATION & RULES
- REGISTRATION IS REQUIRED FOR ALL VENDORS, INCLUDING NON-PROFITS & SPEAKERS
- SPACE IS ASSIGNED FIRST COME/FIRST SERVE ~ AND ONLY UPON RECEIPT & ACCEPTANCE OF THIS FORM
- WE ATTEMPT TO FULFILL REQUESTS MADE FOR SPACE & SPECIFIC REQUESTS FOR LOCATION/TYPE ~ NO GUARANTEES
- CANCELLATIONS SUBJECT TO ADMIN FEE ~ NO REFUNDS FOR CANCELLATIONS WITHIN 30 DAYS OF SHOW SET UP DATE