

PIN TRADER RULES AND REGULATIONS

- **Location:** [Boston Convention & Exhibition Center](#) – Exhibit Hall C
- **Show Dates:**

Friday, July 7	10:00 to 17:00
Saturday, July 8	10:00 to 17:00
Sunday, July 9	10:00 to 17:00
Monday, July 10	10:00 to 17:00
Tuesday, July 11	07:30 to 09:30

NOTE: All times are subject to change – LCI will notify participants of any schedule changes.

- **Requirements:**
 - Pin Traders must be registered for the Convention and wear the official name badge, with 'Pin Trader' ribbon.
 - The selling of pins is prohibited.
 - Pin Traders can display pins only at their assigned table.
- **Move In:** Pin traders who are registered for the Convention and who have secured a table are allowed to enter the Exhibit Hall one hour prior to the official start time to set up their table.
Use ONLY a small 2-wheel luggage cart for any items you cannot hand carry.
- **Payment:** Full payment is required with the application. May 1, 2023 is the deadline to reserve tables. Requests after this date are subject to availability.
- **Cancellations:** A full refund will be issued if written cancellation is received by LCI prior to May 15, 2023. After May 15, the entire amount is forfeited.
- **Liability & Insurance:** Pin Traders acknowledge that LCI and Boston Convention & Exhibition Center do not maintain insurance covering Pin Traders' property. It is the sole responsibility of the Pin Traders to protect their own property or to obtain appropriate insurance.
- **Protection of Hall:** Pin Traders agree to comply with all safety requirements of the Boston Convention & Exhibition Center.
- **General Information:** All matters not covered by these rules and regulations are subject to the decision of LCI, acting through its Convention Division Manager. These rules and regulations may be amended at any time by LCI, and all amendments that may be so made shall be equally binding on all parties affected by them, as are the original rules and regulations. In the event of any amendment or additions to these rules and regulations, written notice will be given by LCI to the Pin Traders.

The abbreviation "LCI" used in the rules and regulations shall mean The International Association of Lions Clubs® and its officers, directors, employees, and agents duly acting for the association in the management of the convention.



PIN TRADING TABLE APPLICATION

GENERAL INFORMATION: (Please print)

Name _____
Address _____ City _____
State _____ Postal Code _____ Country _____
Phone _____
Email _____

Table Request: Please reserve the following: (one form per pin trader)

____ Table(s) 42" high US\$30 ____ Stool(s) US\$25ea
____ Table(s) 30" high US\$30 ____ Chair(s) US\$25ea **Total US\$** _____

Authorized Signature: I hereby agree to abide by the policies as indicated on the *Pin Trader Rules and Regulations* received with this Application.

Printed Name _____
Signature _____ Date _____

Payment: Full payment in US dollars is required with application. **Please do not send cash.**

Mail to: Lions Clubs International, 300 West 22nd Street, Oak Brook, IL 60523-8842 USA

Check (Make Payable to Lions Clubs International; U.S. funds/drawn on a U.S. bank only)

Check Number _____ Visa MasterCard

Name on Card (Print) _____

Card Number _____

Exp Date ____/____/____ Security Code _____ Authorized Amount US\$ _____

Authorized Signature _____

DEADLINE to reserve a table is May 1, 2023. Requests after this date are subject to availability. Due to space limitations a limited number of pin trading tables are available. Questions? Call 1-630-468-6795 or email Convention2023_Logistics@lionsclubs.org.