



# 2018 Origins Exhibitor Quick Reference Sheet

June 13-17, 2018 Greater Columbus Convention Center Columbus, Ohio

## Important Deadlines

April 2, 2018	Company Event Submissions Deadline
April 30, 2018	Advertising Art Deadline
May 1, 2018	New Product Release Submission
May 1, 2018	Exclusivity Submission Deadline
May 18, 2018	Decorator Order Discount Deadline
June 8, 2018	Badge Pre-Registration Deadline
June 10, 2018	Advance Warehouse Shipment Deadline
June 17, 2018	FORCED FREIGHT-Time 9:00pm

## Preliminary Show Outline

Note\*Gaming Hall is open 8am-1am to the public

6/12	<b>Sponsors ONLY</b> All Halls Set Up	2 pm - 8 pm
6/13	Exhibitor Registration	7 am - 8 pm
	Exhibit Hall Exhibitor Set Up	8 am - 8 pm
	Gaming Hall Exhibitor Set Up	8 am – Noon
	Gaming Hall Hours Opens (Required)	Noon–8 pm
6/14	Exhibitor Registration	8 am - 6 pm
	Origins Trade Day	9am – 8pm
	Exhibit Hall Open (Exhibitors Only)	9 am – 10 am
	Exhibit Hall Hours	10 am - 6 pm
	Gaming Hall Hours (Required)	10am – 8 pm
6/15	Exhibitor Registration	9 am - 6 pm
	Exhibit Hall Open (Exhibitors Only)	9am – 10 am
	Exhibit Hall Hours	10 am - 6 pm
	Voucher Trade in to Cash	3pm
	Gaming Hall Hours (Required)	10am – 8 pm
6/16	Exhibitor Registration	9 am - 6 pm
	Exhibit Hall Open (Exhibitors Only)	9am – 10 am
	Exhibit Hall Hours	10 am - 6 pm
	Voucher Trade in to Cash	3pm
	Gaming Hall Hours (Required)	10am – 8 pm
6/17	Exhibitor Registration	9 am - 4 pm
	Exhibit Hall Open (Exhibitors Only)	9 am – 10am
	Exhibit Hall Hours	10 am - 4 pm
	Voucher Trade in to Cash	1pm
	Gaming Hall Hours (Required)	10am – 4 pm
	All Halls Tear Down	4 pm - 10 pm
	<b>FREIGHT RE-ROUTE</b>	<b>9:00 pm</b>

**NOTE: FREIGHT RE-ROUTE IS AT 9:00pm ON SUNDAY JUNE 17TH. ANYONE'S SHIPPING COMPANY HAS NOT ARRIVED FOR THEIR FREIGHT PICK UP BY THEN WILL HAVE THEIR FREIGHT HANDLED BY FERN AND IS RESPONSIBLE FOR ALL COSTS CONCERNED.**

## Payment

**GAMA's preferred method of payment, for all payments, is by company check.** Any check returned for non-sufficient funds will incur a \$50.00 fee and possible loss of your booth space. Alternate methods of payment may incur additional fees. Contact Patti Brendlinger at [office@gama.org](mailto:office@gama.org) or (614) 255-4500x107 for billing details.

## Bare Booth Show

2018 Origins will be a bare booth show with concrete halls. **This means that your booth will NOT have tables, chairs, carpet or electricity as part of your exhibit space.** You may bring your own materials, or rent them from Fern Expositions & Event Services. Pre-show standard booth package is \$80. The FERN contact is Phyllis Smith, [psmith@fernexpo.com](mailto:psmith@fernexpo.com) or (614) 253-1500.

## Events/Tournaments

Origins is a players con, so we want to support your play. You can easily submit your events through our event grid on the following link: <http://originsgamefair.com/events/>. Contact Paul McGraw at [events@gama.org](mailto:events@gama.org) or call (614) 255-4500x106 with event queries. You can earn Origins priority points by following the deadline and prize requirements. **Event submissions close March 1, 2018!**

## Exhibitor Badge Registration

Each exhibitor may register up to two free exhibitor badges per 10'x10' of space purchased. Exhibitor badge holders must be for working exhibitors. The exhibitor's main contact will receive an email with the link to the exhibitor registration portal, including the username and password, where they login and register their exhibitor badges. Additional badges are \$50 per badge. All badges not registered by June 8, 2018 must be registered on-site. All badges and badge payments must be processed through the link <http://originsgamefair.com/exhibitors/>.

## Exhibitor Booth & Staff Appearance

Standards will be determined by the GAMA staff. The guidelines are meant to maintain Origins as a professional show and to comply with the Fire Safety Code. This includes but is not limited to the following;

- All tables must be covered with the covering reaching the floor if it will be visible to the public.
- All products must be either properly displayed or if still in boxes covered.
- All trash, especially empty boxes, must be properly stored until disposal.
- No booth display may be higher than 12'. Sponsors can request to go over this height. All displays over 12' height must be pre-approved by the executive director.
- No exhibitor's display shall be permitted to interfere with or limit visibility of any other exhibitor's display.
- All booths must have an exhibitor staff member in them at all times while the exhibit hall is open.
- No clothing with profanity or lewd behavior is allowed.
- No persons under the age of 18 are allowed in the exhibit halls during set up and tear down.

The complete list can be found in the exhibitor packet, found on: <http://originsgamefair.com/exhibitors/>.