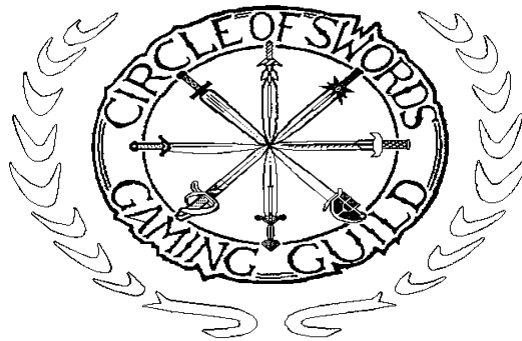


EXHIBITOR INFORMATION
PACKAGE FOR
CIRCLE OF SWORDS GAMING
CONVENTIONS & EXPOS

COSCON & SIBCON

Western Pennsylvania Tri-State
Regional Game Fair and Expo
General Butler Vagabond Center
138 Whitestown Road
Lyndora, PA 16045



COSCON & SIBCON Gaming Conventions & Expos
Circle of Swords Gaming Guild
P. O. Box 2126
Butler Pa 16003
www.circleofswords.com
cosguild@circleofswords.com
724-283-1159

Welcome

The Circle of Swords Gaming Guild would like to extend to all our potential exhibitors, our warm welcome to attend our Conventions (or Con)! This Vendor booklet is designed to inform you, the exhibitor, in preparing for our Con. If returned promptly, it should make your registration process simple and easy.

We welcome any comments or suggestions on how to improve this packet for future events. If you have any questions or problems about our Con, please feel free to contact us at:

Circle of Swords Gaming Guild
P. O. Box 2126
Butler Pa 16003
(724) 283-1159

Introduction

COSCON & SIBCON are two 3-day Cons held every year in Western Pennsylvania, occurring in March and September respectively (though exact weekends may vary). We strive to offer an increasing selection of role-playing, miniature, board, and other gaming events than the year before!

For a general idea of attendance, which is again increasing each year towards pre-COVID attendances, reaches around 300 at COSCON and 250 at SIBCON. The Circle of Swords Gaming Guild is a continually expanding gaming club that has grown steadily over the past 30 years and will continue to do so with your support!

Event Hours

Fridays of COS Conventions

Registration:
12:00 PM to 8:00 PM
Gaming:
2:00 PM to 11:00 PM
Main Sessions:
2:00 PM to 6:00 PM
7:00 PM to 11:00 AM

Exhibitors

2:00 PM to 8:00 PM

Saturdays of COS Conventions

Registration:
9:00 AM to 8:00 PM
Gaming:
9:00 AM to 11:00 PM
Main Sessions:
9:00 AM to 1:00 PM
2:00 PM to 6:00 PM
7:00 PM to 11:00 PM

Exhibitors

11:00 AM to 8:00 PM

Sundays of COS Conventions

Registration:
8:00 AM to 1:00 PM
Gaming:
9:00 AM to 6:00 PM
Main Sessions:
9:00 AM to 1:00 PM
2:00 PM to 6:00 PM

Exhibitors

10:00 AM to 2:00 PM

Special Events

The following events are typically held at COS Cons:

Charity Auction
Food & Beverages (Vagabonds Hall)

Please check each Registration Booklet for exact times and locations of these and other special events.

Event Fees

Exhibitors will be charged the following prices for exhibit space at COS Cons:

\$50 for the first two 8' x 3' table
\$25 for each additional table

Each exhibitor will receive **two** 3-day passes to the Convention. Additional passes must be purchased at regular club price.

Circle of Swords reserves the right to modify the vendor area to provide sufficient space for everyone. We also reserve the right to reduce the number of individual vendor tables based on space limitations. Refunds will, of course, be provided for any of these space reductions.

Rules And Regulations

Circle of Swords reserves the right to prohibit the sale of any merchandise at our Cons due to content or nature. COS also prohibits any and all vendor raffles, except those held for a specific non-profit charity with COS advanced approval.

Advertising & Website Links

Exhibitors at COS Conventions have the opportunity to have an advertisement included in the Convention Program Book or Registration Area. Please include it with your payment.

Exhibitors at COS Conventions have the opportunity to have their contact information and/or links to their websites

included in the Convention information. Exhibitors may also have their information included in the "Links" Section of the Circle of Swords website, www.CircleOfSwords.com.

All of these services are free to our Vendors. The information will stay on our website as long as your business or website remains active.

Deadlines

Event Proposal Submission due for online pre-registration by:

COSCON **January 31st**
SIBCON **July 31st**

Exhibit Area Fees are due two weeks prior to the Convention Weekend.

Don't forget to register soon, since the exhibit areas will be assigned on a first come-first serve basis.

Manufacturer Demos

Exhibitors may run any number of free demos at their exhibit area during Exhibitor Room Hours, or at special product demo areas established by COS Staff. Free demos may also be run in the free gaming area, space providing. This area is also on a first come-first serve basis.

Game Master Refunds

Certain events, prizes or refunds may be in "COS Bucks" (See Below) refund based on the ticket price.

“COS Bucks”

Prizes, GM refunds, etc., are sometimes in the form of COS Bucks, redeemable at the Registration Area and in the Exhibitor Area. Vendors may exchange COS Bucks for real currency at face value at the Registration Desk. COS Bucks are only good for 1 year from the date of issue and are worth \$1-\$5 depending on the amount shown.

Hotel Information

There seven+ hotels within a couple of miles of the site.

Food

Food is available on site and there are many restaurants within a few miles. Ask at the Reg Desk if you need more information.

Paperwork

Attached you will find forms to register vendor tables. Please acquire a [GM Event Proposal Form](#) to register demos/events at convention tables. Provided that the Event Form is returned prior to the Registration Book Printing Deadline, it will be included with the other events. If you have any questions or problems, please contact us. We hope to see you at our next Circle of Swords Gaming Convention!

CIRCLE OF SWORDS

VENDOR REGISTRATION FORM

Use this form to register as an Exhibitor for COSCON or SIBCON. Player registration books will be mailed in February for COSCON, or August for SIBCON. Final Pre-Registration deadline is *two weeks* prior to the date of the convention. Return completed forms and registration fees to:

Circle of Swords, PO Box 2126, Butler PA 16003-2126

(Please Type or Print Neatly)

VENDOR: _____

STREET ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE: (_____) _____ FAX: (_____) _____

EMAIL ADDRESS: _____ WEBSITE: _____

CONVENTION (Circle One): **COSCON (MARCH)** **SIBCON (SEPTEMBER)**

EXPECTED ARRIV. DAY/TIME: _____ EXPECTED DEPART. DAY/TIME: _____

TYPE(S) OF MERCHANDISE: DICE _____ MINIATURES _____
RPGs _____ ARTWORK _____

Other: _____

NUMBER OF TABLES:

Two Tables - \$ 50 _____
Three Tables - \$ 75 _____
Four Tables - \$100 _____
Five Tables - \$125 _____
Six Tables - \$150 _____

SPECIAL REQUIREMENTS:

Wall Space:
Electric:

Please check the appropriate fee and enclose a check payable to **The Circle Of Swords**.

VENDOR PASSES: Two vendor passes are complimentary. Please list the names of two reps.

Pass #1 _____ Pass #2 _____

Additional passes may be purchased at the convention rates. Please list additional names for these passes below and include the additional cost with the above table fee:

EVENTS: Vendors are always welcome to run Demos & Events promoting their products. Please contact us if you wish to run something in order to register these events.

QUESTIONS: If you have any questions regarding the convention or this registration form, please contact us at 724-283-1159, cosguild@circleofswords.com, or our website, www.circleofswords.com.
