

The **45th** **california**
INTERNATIONAL ANTIQUARIAN
BOOK FAIR



February 10-12, 2012
Pasadena Convention Center
300 East Green Street
Pasadena, CA 91101, USA

c/o Winslow & Associates
Fair Management
746 Hayes Street
San Francisco, CA 94102
PH: (415) 551-5190
(800) 454-6401 (US & Canada)
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www.labookfair.com

BOOK FAIR CHAIR
Michael Thompson

CHAPTER CHAIR
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July 2011

Dear Friends and Colleagues:

The Southern California Chapter of the ABAA invites you to our 2012 Book Fair in February, to be held this year for the first time in Pasadena.

Pasadena is a beautiful, historical part of the Los Angeles area, traditionally very upscale. You will find it very appealing, and love it.

We decided to move the Fair to Pasadena simply because it provides us with a very efficient, brand new and, perhaps best of all, affordable Pasadena Convention Center, in a neighborhood featuring excellent hotels, restaurants and many other appealing attractions. Bring the family! The Huntington Library is less than a mile east, the Norton Simon Museum is less than a mile west, and Old Town Pasadena with all of its shopping and fine dining is within blocks.

The new Pasadena Convention Center allows all of us to be organized in one very well-lit, spacious room, all on one floor, a much simpler move-in and move-out arrangement, and plenty of parking for us and all of our guests.

The Committee has worked hard to **reduce booth fees by approximately twenty percent** as detailed in the attached booth information page. As the Committee wishes to attract the broadest range of ABAA/ILAB members to exhibit at our new site, the 10x10 booth will be \$2,500 and the 10x15 booth \$4,500, significantly less than the rates for our 2010 Fair at the Century Plaza.

Several adjacent hotels, the Sheraton in our own complex and the Hilton within two blocks, have special book fair rates as detailed in the enclosed hotel information page. The historic Langham Pasadena less than 2 miles away has also partnered with us to offer a very competitive rate to exhibitors along with complimentary shuttles to the Pasadena Convention Center and back each day.

And restaurants? Step outside the Pasadena Convention Center in any direction and take your pick from fast food of almost infinite variety to many very fine restaurants. You will not be disappointed!

Once again, we will feature our online registration system for exhibitors, which has worked very well for the past two years. Please visit www.labookfair.com and click on the "registration" tab to register and view all pertinent information online. You may of course choose to mail or fax your application if you prefer, but we encourage everyone to utilize the easy and convenient website which allows you to instantly check your record and make changes. Also, feel free to contact our great management team, Winslow & Associates, with any questions or concerns.

We are confident that you will be more than happy with the location. Please join us in February when the weather is (almost always) wonderful.

Cordially,

A handwritten signature in black ink, appearing to read 'Michael Thompson'.

Michael Thompson
Chair, Los Angeles Book Fair Committee

Dear Colleague:

We welcome you to our new, exciting Book Fair location – **Pasadena!**

Soon you will see for yourself that Pasadena is a vibrant city centered in beautiful Southern California with world-class restaurants, a broad range of hotels for every taste and budget, as well as an active and engaged cultural arts community.

The Pasadena Convention Center sits in the shadow of the Huntington Library, Art Collections and Botanical Gardens, which boasts one of the most extraordinary collections of rare books and manuscripts in the fields of British and American history and literature. The venue is literally steps away from the world-famous Colorado Boulevard, seen annually by millions of television viewers every New Year's Day as the route of the Rose Parade. The city is also home to the California Institute of Technology, 31 Nobel Prize winners, as well as the Art Center College of Design, which produces innovators in the design field.

Consider adding a few extra days to your trip and your will not be disappointed. With one afternoon, you can visit the fine art collections of the Norton Simon Museum and tour the Gamble House, an outstanding example of American Arts and Crafts style architecture.

We are pleased to report you will also find a wide variety of accommodations, dining and nightlife are all in walking distance from the Pasadena Convention Center, eliminating the necessity for a car should you choose. Pasadena is easily accessed from the Los Angeles International Airport and the Burbank airport. The city is also well connected to the rest of Southern California through a robust freeway system and a growing mass transit system.

Pasadena is a destination we are sure will appeal to booksellers, collectors and their families. As you plan your visit to Pasadena, we hope you will take some time to explore all the city has to offer plan to bring your family with you.

To learn more about all that Pasadena has to offer, here are a few informative websites that will help you plan your trip:

<http://www.VisitPasadena.com>
<http://www.oldpasadena.org>
<http://www.metrolinktrains.com/>
<http://www.cityofpasadena.net>

See you in February!

-Your Southern California Book Fair Committee

Application Form for Exhibit Booth

*****FAIR REGISTRATION IS AVAILABLE ONLINE AT www.labookfair.com*****

Please complete the following, as you would like to be listed in all printed materials:

First Name		Last Name	
Company			
Address, Suite or Post Box			
City	State/Province	Postal Code	Country
Telephone Number	Fax Number	Cell Phone Number	
E-mail Address		Web Address	

Specialties: Please see the attached list of specialties. Each exhibitor may have no more than six listed specialties in the fair directory. Please circle six specialties and return the list with your application.

This application is for:

- 10'x15' (3m x 4.5m) Booth: US\$ 4,500 (a deposit of US \$800 is required)
- 10'x10' (3m x 3m) Booth: US\$ 2,500 (a deposit of US \$800 is required)
- Shared 10'x15' Booth: One half of a 10'x15' Booth: US \$2,350 (a deposit of US \$800 is required)
- Shared 10'x10' Booth: One half of a 10'x10' Booth: US \$1,500 (a deposit of US \$800 is required)

I would like to share a booth with: _____

- Yes, I am a first time exhibitor at a California ABAA Book Fair and am entitled to a 10% discount on my booth fee.

Special Requests: _____

Please return this document with your payment. All checks must be payable in US Dollars and drawn on a US Bank and made payable to: **"ABAA California Chapter" and mailed to: 746 Hayes Street, San Francisco, CA 94102 USA.** You may also wire funds, in US dollars, at your expense. Please contact Winslow & Associates for Wire Transfer information.

To pay by credit card, provide your credit card type, account number, security code and expiration date below.

Credit Card Type: VISA MasterCard

Account: _____ **Expiration Date:** ____/____/____ **Security "V Code" (from back of card):** _____

PLEASE NOTE: All applications are date stamped as they are received. The lottery is scheduled for November 2011. Only exhibitors who submit their completed applications including deposit by Friday, October 7, 2011 will be included in the lottery. If you cancel after Tuesday, November 1, 2011, a \$300.00 cancellation fee will apply. Notification of cancellation later than Friday, January 6, 2012 subjects the signatory to pay all fees for the Fair.

The applicant must comply with all applicable state and local tax requirements (California sales tax, etc.) and all applicable ABAA and ILAB rules and regulations. All exhibitors will be charged applicable booth fees payable to ABAA (\$150 per booth) and to ILAB (2.5% of booth fee).

Exhibitors must insure their own property against the risk of theft, fire, burglary, breakage, leakage and water damage, and the risks of transport to and from the Pasadena Convention Center. Fair Management, the ABAA, and/or the Pasadena Convention Center, shall not be liable to the exhibitor, its employees, agents or representatives or any other person for injury, damage or loss whatsoever, arising from any cause whatsoever. The exhibitor agrees to indemnify and hold Fair Management harmless from and against any claims whatsoever for injury, loss or damage resulting from any action or omission of the exhibitor or its employees, agents or representatives.

REGISTRATION DEADLINE IS OCTOBER 7, 2011. FINAL PAYMENT IS DUE ON OR BEFORE JANUARY 6, 2012.

"I, _____, certify that I am a member in good standing of the ABAA or another ILAB-affiliated booksellers' association," and hereby register to take part in the 45th California International Antiquarian Book Fair from February 10-12, 2012 in Pasadena, California."

Signed: _____
 Signature of Bookseller Date

Please return to: WINSLOW & ASSOCIATES, 746 Hayes Street, San Francisco, CA 94102 USA
 Phone: (415) 551-5190 • Fax: (415) 551-5195 • Toll Free: (800) 454-6401
 E-mail: info@winslowevents.com • www.labookfair.com

Specialties

Exhibitor: _____

Please circle no more than six specialties and return with your application.

Aeronautics
Africa
African Americana
Agriculture
Alaska
Alchemy
American Historical Manuscripts
American Indians
American Revolution
Americana
Anthropology
Antique Reference
Archeology
Architecture
Art
Art: Americana
Art: Applied & Decorative
Art: Asian
Art Deco & Nouveau
Art: Design
Art: History
Art: Modern
Art: Prints & Drawings
Art: Reference
Asia
Astronomy
Australia
Autographs
Autographs: Music
Baseball
Bauhaus
Beat Literature
Bibles
Bibliography & Reference
Big Game Hunting
Bindings
Book Arts
Book Plates
Books About Books
Botanical Engravings & Prints
Brazil
British History
California
Calligraphy
Canada
Caribbean
Cartography
Central & Latin America
Chess
Children's Books
China
Civil War & Confederacy
Classics & Classical Studies

Color Plate Books
Continental Books
Cookery
Costume & Fashion
Crafts & Trades
Dance
Decorated Trade Bindings
Design & Decorative Arts
Detective Fiction, Mysteries
Dickens, Charles
Disneyana
Dogs
Early Printed Books
Early Science
Economics
Egyptology
Ephemera
Etiquette
European History
Exploration
Fantasy
Federal Writers' Project
Feminism
First Editions
Fishing & Angling
Folklore
Forgery
Fore-edge Paintings
French Books
French Literature
French Revolution
Gambling
Gardens & Horticulture
Gastronomy
Gay Literature
General Antiquarian
Geology & Mining
German Books
Golf
Graphic Design
Hawaii
Hebraica & Judaica
History
Humanism & Renaissance
Humanities
Humor & Satire
Hunting, Shooting & Firearms
Illustrated Books
Incunabula
Interior Design
Irish Literature
Italy
Japan

Jazz & Blues
Jewelry
Juveniles
Korea
Labor History
Latin American
Literature
Law
Lesbian Literature
Letters & Documents
Limited Editions Club
Lincoln, Abraham
Literary Criticism & Biography
Literary Women
Literature: American
Literature: English
Literature: Foreign
Literature: Modern
Livres d'Artistes
Magic & Experimental Science
Manuscripts: Literary
Manuscripts: Medieval & Illuminated
Manuscripts: Music
Maps & Atlases
Mathematics
Medicine
Mexico
Middle Ages
Middle East
Military & Naval History
Miniature Books
Modern Firsts
Mormonism
Mountaineering
Music
Natural History
Nautical & Maritime
Nautical Science
Occult & Alchemy
Opera
Orient
Original Art
Original Illustrations
Ornithology
Oz & Baumania
Pacific & Pacific Islands
Pamphlets
Performing Arts
Philology
Philosophy
Photography
Poetry
Polar, Arctic & Antarctica
Political History

Pop Culture
Postcards
Potter, Beatrix
Presidents
Press Books, Fine & Private
Printing & Printing History
Prints, Posters, Graphics
Psychiatry & Psychology
Radicalism
Railroads
Religion
Renaissance
Russia
Russian Art, Avant-Garde
Russian Literature
Saroyan, William
Scholarly Books
Science
Science Fiction & Fantasy
Sendak, Maurice
Signed Books
Slavery
Social Sciences
South America
Southeast Asia
Spanish Books
Spanish Civil War
Sporting Books, Sports
STC & Wing
Steinbeck, John
Surrealism
Technology
Texas & Southwest
Textiles
Theater
Theology
Trade Catalogs
Transportation
Travel, Voyages, Exploration
Typography
Western Americana
Whaling
Wine Books
Women's Studies, Feminism
If your specialty is not listed, please write it in here. No more than six total.

EXHIBITOR BOOTH INVENTORY AND FAIR SCHEDULE

YOUR BOOTH FEES INCLUDE:

- Advertising and promotion for the Fair;
- 25 complimentary admission tickets to the Fair to distribute to your clients;
- Copies of Fair poster, postcards and flyers to distribute to your clients; and
- Exhibitor listing in the Fair directory.

ALL BOOTHS INCLUDE THE FOLLOWING INVENTORY:

- One 8' high back wall drape and one 3' high side rail drape
- One bottle of glass cleaner and a roll of paper towels;
- One "Booth Unattended" sign;
- One custom booth sign with name of bookshop, location (city and state or country) and booth number;
- One display case measuring 6' wide x 2' deep x 3'2" tall (1.83 m x 61cm x 96 cm);
- Two folding bookcases;
- One 24" square table; and
- One waste basket

10X15 BOOTH INCLUDES:

- Two 6'x30" draped table (3 sides)
- Three chairs; and
- One 500 watt outlet and two floodlights

10X10 BOOTH INCLUDES:

- One 8'x30" draped table (3 sides)
- Two chairs; and
- One 500 watt outlet and one floodlight

Please note that all shared booths include the same inventory listed above, and the exhibitors will split the inventory in half.

FAIR SCHEDULE

DATE	TIME	
Thursday, February 9	9:00 am to 12:00 pm 12:00 pm to 6:00 pm	Tailgate drop-off ONLY* Registration & booth set-up
Friday, February 10	9:00 am to 3:00 pm 3:00 pm to 8:00 pm	Continued booth set-up Opening night; Huntington benefit (\$25)**
Saturday, February 11	9:00 am to 11:00 am 11:00 am to 7:00 pm	Fair open to exhibitors Fair open to public (\$15)
Sunday, February 12	9:00 am to 11:00 am 11:00 am to 5:00 pm 5:00 pm to 10:00 pm	Fair open to exhibitors Fair open to public (\$15) Exhibitor move-out

*Exhibitors unloading their own books may drop them off at the loading dock but may **not** enter the building or register until 12:00 pm.

** Fair admission will be \$25 on Friday night and proceeds will benefit the Huntington Library. Fair admission will be \$15 on Saturday and Sunday. All admission is good for re-entry throughout the Fair.

Fair Directory Advertisement Order Form

Fax: (415) 551-5195

**Note that you may also purchase advertisements online at www.labookfair.com*

Please reserve the following space for _____ in the 45th California
 (your name here)

International Antiquarian Book Fair Directory:

ADVERTISEMENTS (All ads are black and white except the cover pages)

	<u>Regular Rate</u>	<u>Non-Profit Rate</u>
<input type="checkbox"/> Quarter page: 3.75 inches wide x 2.25 inches high	\$200	\$100
<input type="checkbox"/> Half page: 3.75 inches wide x 4.5 inches high	\$300	\$150
<input type="checkbox"/> Full page: 3.75 inches wide X 9.25 inches high	\$600	\$300
<input type="checkbox"/> Inside Front/Back Cover: (4-color with bleed): <i>Live area – 3.75 inches wide x 9.25 inches high</i> <i>Trim Size - 4.375 inches wide x 9.75 inches high</i> <i>Bleed - 4.875 inches wide x 10.25 inches high</i>	\$1,350	
<input type="checkbox"/> Outside Back Cover (4-color with bleed): <i>Live area – 3.75 inches wide x 9.25 inches high</i> <i>Trim Size - 4.375 inches wide x 9.75 inches high</i> <i>Bleed - 4.875 inches wide x 10.25 inches high</i>	\$1,500	

Prices are for camera-ready artwork only. If you would like our graphic designer to create your ad, design fees can be quoted. If artwork requires special handling, electronic manipulation, film work or reductions, then additional charges may be incurred.

Reservation deadline:	Friday, December 2, 2011
Artwork must be received by:	Friday, January 6, 2012

MECHANICAL REQUIREMENTS

- Please provide artwork on disk or CD or via email.
- Artwork and layouts are acceptable in Quark, Photoshop, and Illustrator.
- Include all fonts.
- All artwork must be CMYK or black and white.

PLEASE SEND ORIGINAL ARTWORK TO:

Ted Estelle
 Prevalent Design
 880 Harrison Street, Suite 203
 San Francisco, CA 94105
 ted@prevalentdesign.com **AND** info@winslowevents.com • Phone: (415) 896-5684 • Fax: (415) 896-5674

PLEASE SEND FULL PAYMENT AND COPY OF YOUR ARTWORK TO:

Please make checks payable to: "ABAA California Chapter" and mail to WINSLOW & ASSOCIATES, 746 Hayes Street, San Francisco, CA 94102 • Phone: (800) 454-6401 or (415) 551-5190 • info@winslowevents.com

Your Name: _____
Company: _____
Address: _____
Phone: _____ Fax: _____
Email: _____
Signature: _____

Hotel Information

The hotels listed below have reduced their rates for the 45th California International Antiquarian Book Fair participants. Only a limited number of rooms are available at these rates, so you should reserve early. **The room rate is valid from February 8 through February 12, 2012.**

Please mention your affiliation with the **California International Antiquarian Book Fair** when you are making your reservations.



Sheraton Pasadena
HOTEL

Sheraton Pasadena Hotel

303 East Cordova, Pasadena, CA 91101
www.sheratonpasadena.com

Reservations: 626-449-4000 or 800-457-7940 or through Starwood Sheraton's Central Reservation Office at 800-325-3535.

Sheraton Pasadena Hotel walking distance of the abundant shopping, dining, and entertainment options for which Old Town Pasadena is renowned. The hotel's complimentary shuttle services a three-mile radius so you can explore the city's historic landmarks and attractions such as the Rose Bowl, the Norton Simon Museum, and The Huntington Library and Botanical Gardens. This hotel is adjacent to from the Pasadena Convention Center.

Rate: \$139.00 per night for single or double occupancy. Room availability and rates are good until January 6, 2012 on a first come, first-served basis.



Hilton
Pasadena

Hilton Pasadena

168 South Los Robles Avenue, Pasadena, CA 91101
www.hilton.com/Pasadena

Reservations: (626) 577-1000 or toll-free at 1-800-HILTONS.

Hilton Pasadena is one block from the Pasadena Convention Center, two miles from the Rose Bowl, and minutes from Old Town Pasadena, Universal Studios Hollywood, Mann's Chinese Theatre, Dodger Stadium, Disneyland, Raging Waters, and Six Flag Magic Mountain. For a unique shopping and dining experience, Paseo Colorado is an easy stroll one block away. This hotel is less than 2 blocks away from the Pasadena Convention Center.

Rate: \$129.00 per night for Standard Room or \$229.00 per night for One Bedroom Suite. Room availability and rates are good until January 6, 2012 on a first come, first-served basis.



THE LANGHAM
HUNTINGTON
Pasadena, Los Angeles

The Langham Hotel

1401 South Oak Knoll Avenue, Pasadena, CA 91106
www.pasadena.langhamhotels.com

Reservations: (626) 568-3900

The Langham Hotel in Pasadena is unique among hotels in Los Angeles in that it embraces the legendary traditions of service and luxury of the original Langham grand hotel of 1865 and is set on 23 lush acres overlooking the immaculate suburbs of San Marino. The hotel is located 9 miles north of Los Angeles, 26 miles from Los Angeles International Airport, 16 miles from Burbank Airport, and 36 miles from Ontario Airport. There is a free shuttle service from the hotel to the Pasadena Convention Center.

Rate: \$210.00 per night for Deluxe Room. Room availability and rates are good until December 6, 2011 on a first come, first-served basis.

ABAA Book Fair Rules

Section A. Participation.

1) The privilege of participation in ABAA-sponsored book fairs is limited to full members in good standing of the ABAA or the ILAB.

Section B. Local Book Fair Committees.

1) Any chapter organizing an ABAA-sponsored book fair shall form a chapter book fair committee (CBC), which shall consist of at least four ABAA members. At least one member of the Board of Governors shall be a member of every CBC. The CBC chairperson or another designated member of the local committee shall be a member of the Board of Governors Book Fair Committee and shall attend those Book Fair Committee meetings held as needed and called by the Chairperson during the year.

The (national) Book Fair Committee shall consist of the Chairperson who is appointed by the President, who must be a member of the Board of Governors and who also must be a member of a local fair committee, as well as the President, Treasurer and Secretary (or other designated legal representative) of the Board.

2) The chairperson of the ABAA Book Fair Committee shall be an ad hoc member of every CBC. The CBC shall be responsible for providing the ABAA Book Fair Committee chairperson with the names of the members of the CBC.

3) CBC members shall be provided with distinctive badges, which should be worn during all fair hours, including set-up and break-down hours.

4) To ensure that complete records of all ABAA related business activities are maintained at the Association's headquarters office, each CBC should forward to the ABAA Executive Director: Contracts between the ABAA and the book fair promoter, including the final book fair budget, contracts between the

ABAA and each book fair venue and vendor, contracts between the show promoter and an exhibitor, and all documents distributed by the promoter to exhibitors for each fair. The Executive Director should also be forwarded copies of all CBC meeting minutes, and other documents such as may be from time to time determined by the Book Fair Committee.

Section C. Budgets & Contracts.

1) Because the ultimate financial responsibility for Chapter activities resides with the ABAA, a proposed budget must be submitted for approval by the Book Fair Committee and the ABAA Executive Committee or the Board of Governors. Expenditures in excess of the approved budget must be authorized by the ABAA Executive Committee. All contracts with promoters and venues, as well as any other contract obligating the ABAA in an amount of \$10,000.00 or more may only be executed after it has been reviewed and approved by either the ABAA Executive Committee or the Board of Governors and must be signed by the ABAA President. All such contracts, in the discretion of the ABAA Executive Committee, may be submitted to ABAA counsel for approval prior to the ABAA President executing any final contract.

2) The CBC will include any statements on ethics or other matters required by the ABAA or ILAB in contracts, advertising, programs, or whatever else is appropriate or necessary.

Section D. Fair Sites.

1) Subject to modification and approval by the ABAA Board of Governors, fairs are held in Los Angeles in February of even-numbered years, San Francisco in February of odd-numbered years, New York annually in the spring, and Boston annually in the fall.

Section E. Applications.

1) Applications for book fair participation are to be mailed at the same time, sufficiently in advance of any deadline so that all ABAA members will have equal opportunity to apply. Notification of fair dates and booth fees will be sent to all ILAB affiliates for the general notification of their own memberships.

2) All applications are to include a statement in which the applicant verifies his or her membership in good standing of the ABAA or ILAB. The CBCs will confirm all applicants' memberships with the national office.

Section F. ABAA Book Fair Booth.

1) Unless CBCs are notified otherwise, a prominent booth will be set aside at every fair for the ABAA. It is the responsibility of the CBC to see that all ABAA materials, including its display panels, if any, are set up in time for the fair's opening, and packed and timely shipped backed to either ABAA headquarters or the next book fair site.

Section G. Assignment of Booths.

1) All booths will be assigned by lottery every fair. CBCs shall have the option to price booths differently for whatever reason, and the price scale for booths shall be made known to all applicants sufficiently in advance of the lottery. Where booths are priced differently, there shall be, if necessary, a secondary lottery for these booths. Exhibiting dealers may request adjacent booths, in which event, no more than three (3) booths (maximum of six members) may be drawn together. Dealers wishing to have adjacent booths are not eligible for corner booths, except by chance. After booths are assigned and at the option of the CBC, an exhibitor may arrange to exchange booths with another exhibitor up to a deadline set by the CBC, so long as there is no monetary or other consideration. All such exchanges are subject to approval by the CBC, and must conform to all guidelines set by the CBC. When a fair is oversubscribed by the application deadline, the CBC shall determine how best to accommodate the over subscription in the fairest manner to all.

Section H. Certification of Impartiality.

1) At least one (1) member of the Board of Governors shall be present at the lottery for booths. The date, time and place of the lottery shall be announced in a timely manner. The lottery may be attended by any ABAA member wishing to do so. The CBC shall be responsible for notifying the chairperson when the lottery has been completed and that the lottery has been held in a completely impartial manner.

Section I. Fair Manager.

1) The fair manager shall be selected by the CBC, and said manager must be present during the fair's open hours, including set-up and break-down hours, with a staff sufficient to properly coordinate the fair's successful operation. The manager and staff shall be supplied with distinctive badges.

2) CBCs shall see that the fair manager provides an appropriate number of complimentary tickets to local librarians, collectors' groups, etc., and at least ten complimentary tickets shall be provided to each exhibitor. The fair manager shall also make available to exhibitors additional tickets at substantial discounts. The fair manager shall provide free entry to the fair during open hours to any ABAA member in good standing. Charitable events held in conjunction with ABAA-sponsored book fairs may not be considered part of the open hours of a fair.

3) CBCs shall see that the fair manager provides suitable and sufficient coat-check area, for the safe storage of coats, parcels, briefcases, etc.

4) CBCs shall see that the fair manager provides bags and other packaging, and sold stickers for merchandise purchased at the fair by attendees.

Section J. Rights to the Use of Booths.

1) No exhibitor may occupy his or her book fair booth without having paid in full all booth fees and other assessments.

Section K. Exhibitors' Badges.

1) Exhibitors' badges are limited to those individuals pre-registered by the exhibiting member, and must not be given to non-exhibitors under any circumstance. All badges are supplied at the discretion and with the approval of the CBC. The names of all booth attendants shall be submitted to the CBC for approval. Exhibitors and booth attendants must wear their badges at all times on the fair floor.

2) An exhibiting member who provides unauthorized or surreptitious access to an ABAA-sponsored fair for any individual either by giving an exhibitor's badge, or any other way, may, at the CBC's discretion, be immediately expelled from the fair, together with the person who gained such unauthorized access. The expelled exhibitor will not be entitled to any refund of booth fees, equipment rentals, book fair taxes, or any other costs or fees.

3) Only in extenuating circumstances, and at the discretion of CBCs, may exhibiting members use non-employees at book fairs during periods of move-in and move-out only, not during set up. In such cases, the helper may not, under any circumstances, go in other booths, or make purchases prior to the fair's opening. The CBC is responsible for enforcing this rule and providing disciplinary measures, up to and including expulsion from the fair of both the exhibitor and the non-employee who violate it, or, at the discretion of the CBC, may deny future participation in their Book Fair.

4) The CBC liaison will notify the ABAA Ethics Committee of all infractions of book fair rules by ABAA members.

Section L. Uniformity of Booths.

1) All booths are to utilize uniform fixtures provided by the fair manager. Any non-uniform fixtures, including signs, must be approved in advance of set-up by the book fair committee and fair manager.

- 2) All exhibits must be within the width, length and height of the booth space rented. Set-up may be denied to non-conforming exhibitors.
- 3) No signs advertising discounts will be allowed in booths at ABAA-sponsored Book Fairs.
- 4) CBCs are urged to anticipate potential problems and shortfalls, by having extra bookcases and display cases available for rent by exhibitors.

Section M. Booth Fees.

1) At each fair the sponsoring chapter will be responsible for collecting \$150.00 (one hundred fifty dollars) in fees per booth, payable to the national treasury and 2.5% of the total cost of each booth (prior to any booth extras) as a fee payable to the ILAB. The chapters may add these amounts to the booth fee, or raise the funds in any other way acceptable to the ABAA Book Fair Committee to meet its obligation. Payment of these fees shall be made to the ABAA Executive Director within thirty (30) days of the last day of the fair.

Section N. Refunds

1) Refunds for canceled booths are payable at the CBC's discretion.

Section O. Limitations on Merchandise.

1) All exhibitors must display a reasonable amount of merchandise for sale at the fair, and offer it subject to the ILAB Book Fair Resolution appended to these Book Fair Rules. The determination of a reasonable amount of merchandise is at the discretion of the CBC. Exhibitor catalogues do not qualify as merchandise in this determination.

2) *All items offered for sale at a book fair must have prices clearly marked either on the item or in a list or other format easily accessible to all potential purchasers. All items must be priced in U.S. dollars. "Sold" or "reserved" or "on hold" items must be removed from display. "Price-on-request" or any similarly designated items are not permitted at ABAA book fairs.*

Section P. Restrictions on Entry.

1) No one with coats (excepting sports- or suit-coats), satchels, briefcases, bookbags, books, manuscripts, etc. is permitted entry to the fair. Such items are to be checked in a facility provided by the fair manager. All purchases, other packages, bags, etc. are subject to search when leaving the fair. A statement to this effect shall be displayed at the fair entrance and on tickets, and, where possible, on announcements, posters, and in advertising.

2) Non-exhibitors may not distribute catalogues or sales lists at the Fair. Want lists are acceptable.

Section Q. Chapters' Rights to Revenues.

1) All profits in excess of the approved and budgeted costs from book fairs are paid by the promoters directly to the ABAA treasury and, in turn, the ABAA treasury provides funds to the local book fair committee.

Section R. Limitations on Appraisal Services.

1) No member shall conduct appraisal services (or similar business) in the same venue at the same time as any ABAA Fair. Should appraisal services be offered by the CBC as promotion for the fair, participation shall be open to all exhibiting members. Specific guidelines for such appraisals shall be set in advance, in writing, by the CBC, and shall be approved by the Board of Governors.

Section S. Beneficence.

1) Every book fair is encouraged to arrange fund-raising events in conjunction with the fair for the benefit of any ABAA fund or for academic, cultural, or other non-profit entities.

Section T. Outside Vendors.

1) Chapter Book Fair Committees may at their discretion invite Outside Vendors to apply for space at ABAA book fairs and/or in ABAA fair catalogues at rates to be set by the Chapter Book Fair Committees; no Chapter Book Fair Committee is in any way obliged to offer either space at their fairs or advertising in their fair catalogues to Outside Vendors. If a Chapter Book Fair Committee elects to offer such space and advertising, it must consider and accept applications utilizing fair and equitable criteria.

2) An Outside Vendor shall be defined as any individual, partnership and/or business entity which, in the judgment of the ABAA Book Fair Committee, provides book-related service(s) and/or product(s) of potential interest to ABAA members, and which does not sell or offer to sell materials which compete with those offered by ABAA members.

Non-ILAB consortia, or a group of non-ILAB booksellers, auction houses, book search services, or similar offers of competitive materials or services shall not be considered appropriate Outside Vendors, and shall not be permitted to participate in any manner in ABAA book fairs or be permitted to advertise in ABAA book fair catalogues.

3) Advertising in fair catalogues shall be made available to all qualified Outside Vendors on an equitable basis with ABAA members, where such fair catalogues are published, and where such catalogues are created with the intent of accepting advertising. The decision of whether to accept advertising in fair catalogues shall be at the discretion of the Chapter Book Fair Committees.

4) Outside Vendors renting spaces shall exhibit in a unified area, which shall be appropriately segregated from regular ABAA book fair booths, such segregation to be at the discretion of the Chapter Book Fair Committees. Rented spaces for Outside Vendors shall be as designed and equipped by the Chapter Book Fair Committees, and assigned by a separate and impartial lottery to be conducted by the Chapter Book Fair Committees.

5) Outside Vendors and their employees shall not under any circumstance "scout" a fair prior to its opening to the public, and during set-up are restricted to their allocated spaces and public areas of access and egress only. Toward implementing this rule, Chapter Book Fair Committees shall issue badges to Outside Vendors and their employees which are of a different color, or otherwise sufficiently distinct, from badges of exhibiting ABAA booksellers.

6) Outside Vendors and their employees shall comply in full with the ABAA Code of Ethics, and shall accept their rented spaces on the same conditions and terms as exhibiting ABAA booksellers, except as may be modified by the ABAA Board of Governors. Outside Vendors and their employees shall comply in full with ABAA Book Fair Rules, and other rules specific to Outside Vendors that the ABAA Board of Governors wishes to enact. Violation of the ABAA Code of Ethics, the ABAA Book Fair Rules, specific book fair contracts, and other rules as may be enacted by the ABAA Board of Governors shall constitute sufficient reason for immediate dismissal from any and all ABAA book fair(s), and such dismissed Outside Vendors shall not be entitled to any refund for space rented, or damages arising out of their dismissal.

Section U. ABAA Code of Ethics

1) All participants in ABAA Book Fairs are required to abide by the ABAA Code of Ethics.

2) It is the combined responsibility of the ABAA Book Fair Committee and the local book fair committee to see that these ABAA Book Fair Rules are followed. Any change in or deviation from these rules must be approved by the ABAA Board of Governors, or its Executive Committee. Failure to comply with either these Book Fair Rules, or the judgments of either the Board of Governors or the local book fair committees, as provided herein, may result in disciplinary action.

3) All exhibitors at ABAA Book Fairs are required to abide by the ABAA Code of Ethics which demands, among other requirements, a description of all material offered for sale and which includes, but is not limited to, full disclosure about the completeness of an item with respect to the text and plates, rebinds, rebackings, remboitage, recasings, strengthening, leaves in facsimile whether whole or partial, in-paintings of leather, cloth, wrappers or dust jackets, dust jacket restorations and facsimile dust jackets, the last of which if displayed in showcases, shall be prominently identified as such. All sales of facsimile dust jackets at ABAA book fairs must be so noted in writing on the book fair invoice. In an effort to up-hold the high standards of material exhibited at ABAA book fairs, the ABAA Book Fair Committee discourages the exhibition of facsimile dust jackets.

ILAB RESOLUTION ON BOOK FAIRS

[Resolution passed September, 1989 at a meeting of the Presidents of the International League of Antiquarian Booksellers in Yverdon, Switzerland, which shall appear in all book fair catalogues, and shall be prominently displayed on the book fair premises.]

Resolved: "This book fair is officially sanctioned by the International League of Antiquarian Booksellers, the largest trade organization of its kind in the world.

"This means that the consumer can rely upon the experience and professionalism of participating dealers and the authenticity of the item available for purchase. Simply stated, all books, manuscripts and related material have been carefully examined for completeness and bibliographical accuracy.

"The level of inspection will ordinarily depend on the value of the item(s) offered. Sometimes short notations of defects are lightly penciled near the price. More valuable material is usually described in detail on slips that are loosely inserted. Please read them carefully."