



PARTY PERMIT POLICY

Parties, press conferences and other functions conducted on the grounds during or after hours at the United States Sailboat Show require prior approval and arrangement with show management. Once details are finalized, you must fill out the Party Permit Application and submit to show management along with the application fee of \$100.00.

A **Party Permit** must be posted at the approved party location. Our security team is instructed to escort all unauthorized exhibitors and guests to the gate 30 minutes after show closing time.

After receiving preliminary approval, you will need to provide the show with the following specific information no later than two weeks prior to the show.

- 1. Copy of the invitation**
- 2. Exact date and time, including duration of the event**
- 3. Name of caterer (if applicable) and time & location of arrival***
- 4. Name of band (if applicable) and time & location of arrival***
- 5. Invitation list and number of guests**
- 6. Gate to which you are directing your guests**

PLEASE NOTE: Invitations to your function are not admission tickets to the show and it is strongly suggested that your invitations state that to avoid embarrassment to your guests at the gate. Invited guests to functions that start after show hours will be admitted with their invitation alone but only after the show has closed for the day.

*Parking is not provided for caterers and bands. By prior arrangement, we will try to accommodate staging but vehicles must be removed once the food or equipment has been off-loaded.

Please return the completed application and payment to:

Bonnie Seidelmann
Annapolis Boat Shows, Inc.
980 Awald Road
Suite 302
Annapolis, MD 21403
bonnie@annapolisboatshows.com
410-268-8828