



Dealer Info

Package (DIP)

2018

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Pleased to meet you!

Hi! And welcome to the Abunai! Dealer Information Package (D.I.P. for short). We're pleased to meet you! We hope you're pleased to meet us as well. In this package you will find all you need to know about Abunai!: the services we render to our dealers, the rules and policies we have, and the changes that have been made compared to the previous edition.

If you have any questions after reading through the DIP, please feel free to send them towards our email: dealers@abunaicon.nl. We try to answer all emails within five working days, but sometimes we need some additional time to find all the correct answers.

We hope you will enjoy your stay at Abunai! as we will try to make it as pleasant as possible for you. If there is anything we can do to improve your stay, or if there is a problem during the convention, don't hesitate to approach one of our Staff. We will try to resolve the matter as soon as possible.

We would like to urge you to also read the Bootleg Policy and our Convention rules. And if you are staying at the NH Koningshof, you should read their house rules as well.

If you have any tips, ideas or advice on how to improve our services to you and your fellow dealers, please let us know. We are constantly working on improving the services we render.

Kind regards,
The Dealer Room team

Rules and Changes

Please read them all, even if you come every year

Prices

Prices for tables have changed. Please see page 7.

Maximum order

The allowed maximum amount of standard tables per order has been changed. Please see page 7.

Hotel rooms

Abunai! changed its policy regarding hotel rooms in 2016. We have since then given the control over hotel room bookings for visitors back to the hotel itself. Dealers can still add hotel rooms to their orders. We have a limited number of hotel rooms reserved to accommodate Abunai! dealers and crew. Unfortunately this means that we can no longer allow dealers to order more hotelrooms than tables. Also note that we could run out of hotel rooms to accommodate your order as more registrations come in, so keep in mind that you might need to find alternative sleeping arrangements.

No more Superior hotel rooms

As of Abunai! 2018 it is no longer possible to add Superior hotel rooms to your order. Dealers can add regular Single, Twin or Double hotel rooms to their orders. (Subject to availability). See page 6 for everything on Hotel Rooms.

The contract

We've made some minor changes within the contract. We'd like you to read the contract thoroughly. Once you've signed the contract, you've agreed to that which is stated within. Please note that you are required to have filled out and signed the contract before we open the Dealer Room to visitors on Friday. You will not be allowed to start sales otherwise.

No access after closing

To protect your merchandise the Dealer Room is locked down after closing. Please know that you will therefore not be able to access the Dealer Room or your stand after closing hours. Make sure to take all necessities from behind your stand with you before we lock up. (e.g. medication, toiletries, extra pillows, cosplay-outfits to wear in the evening, etc.) Last year we have had to ring and wake staff several times to grant dealers access to their stand in the middle of the night.

Dealer Room Breakdown 17:01 to 20:00

We would like to stress the necessity of being self-reliant during break-down on Sunday evening and to make sure you are not understaffed. We ask that you have everything broken down and out of the Dealer Room space by 8PM as we work with volunteers that can help, but also need to be given the opportunity to still have dinner before the hotel buffet restaurant closes.

Parking

As of 2018, NH Koningshof will introduce payment for on-site parking at the convention grounds. Right now, it is unclear what the consequences for dealers and other exhibitors will be. More information on this subject will come your way in an additional email when we have all the details.

Grab bags

We have re-allowed the sale of some grab bags at Abuani!. We understand that this type of mystery bag is very popular and have been willing to adjust the rules around them. We have allowed the sale of mystery bags under the following four conditions:

1. Any bag can be opened upon request by the customer or by Abunai! staff to check its content.
2. You allow a buyer to return the bag (just as you would any other item), if they feel unsatisfied with the contents.
3. We would like to see a breakdown/overview for the mystery bags that you sell.
4. Grab bag contents should always have a bigger total value than the individual price of its contents.

These conditions are a protective measure for our visitors, rendered necessary by past experience. This ensures visitors get the value they deserve for their purchase.

If you do not abide by these rules a first warning will be given. A second warning means you have to pack your belongings and leave the Dealer Room. You will not be able to get a refund for your tables, tickets or hotel rooms.

Displays, Shelving Units & Clothing racks

We would like to direct you to the "Replacing Tables" paragraph at the "Tables" section below. See page 7.

Dealer Registration

This is not so much a change, as it is a clarification of our process. Any party wishing to book space in the Abunai! Dealer Room should send us a completed Dealer Room Order and Crew Form. We will review these and send you a quote. This will serve as an indication of the total price. After accepting the quote we will make you a proper invoice, for payment. At this time we will also send you your contract for Abuani!.

When filling out the forms, please make sure everything we ask in there has been filled out, otherwise this will slow down the application process. We want to help you as quickly as possible.

If you think one of our forms is missing something, please state that in the accompanying e-mail. We'll do our best to change it as soon as possible.

Request for medical history

We ask that you supply relevant medical information when filling out the Dealer Room Crew Form. Examples are an allergy, a pacemaker or an illness which might be wise to inform us about. In case of calamity this might be useful.

With this additional information, medical staff can quickly decide if an ambulance is needed. Rest assured, this information will only be available to: our First Aid team, the Dealer Room manager and if needed, the emergency personnel.

Hotel Rooms

Below is an overview of the new hotel room costs. All prices are including VAT. Please be sure to mention eligibility for hotel room VAT relay.

Room Type	1 night	2 nights	3 nights	4 nights
Single	109,00	178,00	267,00	356,00
Double	120,50	210,00	315,00	420,00
Twin	120,50	210,00	315,00	420,00

Note: When filling out your Crew Form, please tell us which crewmembers will be sharing a room together in the 'hotel room match-up' section at the end of the Crew Form.

All hotel rooms are subject to availability!

We could run out of hotel rooms to accommodate your order as more registrations come in, so keep in mind that you might need to find alternative sleeping arrangements.

Additionally: Hotel room prices may be subject to change. Please check back with us with any questions when you receive your quote from us.

Breakfast serving time

Breakfast is included with your stay at the NH Koningshof.

Breakfast serving will be at Restaurant Binnenhof near the hotel front desk:

Monday - Friday: 07:00 - 09:30
Saturday: 07:00 - 10:30 (no longer till 11:00 as was in 2017)
Sunday: 07:00 - 12:00

Hotel Check-Out time

Please note that the Hotel Check-Out time is set at 12:00. Be sure to take all your belongings out of the hotel room before you check-out.

No more Superior hotel rooms

As of Abunai! 2018 it is no longer possible to add Superior hotel rooms to your order. Dealers can add regular Single, Twin or Double hotel rooms to their orders.

Abunai! changed its policy regarding hotel rooms in 2016. We have since then given the control over hotel room bookings for visitors back to the hotel itself. Dealers can still add hotel rooms to their orders. We have a limited number of hotel rooms reserved to accommodate Abunai! dealers and crew. Unfortunately this means that we can no longer allow dealers to order more hotelrooms than tables. Therefore, an order of three tables results in a maximum of three different hotel rooms. (e.g. two doubles and a single.)

Tables

All prices listed are per table for the entire weekend. One weekend ticket for a dealer crewmember is already included in the price of one table.

Additional tickets for extra crewmembers can be ordered at a price of €55,- including VAT. Backing tables (130x65x80cm) can be added to your order and cost €30,- inc VAT, each.

Table dimensions

The dimensions of our tables are the following:

- L x W x H: 130 x 65 x 80 CM

Standard Dealers

This price group is for professional vendors. The sales of bootlegs, fresh food and drinks are forbidden.

Costs per table: € 125,- incl. VAT Max. tables: 8

Crafts Dealers

This price is applicable if you are either a craftsperson, a costumière, in a doujin circle or doing promotion for an event. All products should be self-assembled and uniquely produced. E.g. Mass produced cosplay outfits do not belong in this group, while self-produced one-of-a-kind costumes do. You are not allowed to also sell other products which do not belong in this category.

Costs per table: € 100,- incl. VAT Max. tables: 4

Replacing tables

If you wish to replace a table with a display that is more suited for your merchandise, this is allowed. Please note that you still need to conform to the assigned dimensions of your spot. For example: You may remove a table to set up a clothing rack or a display case.

Your booth may not stick out into the walkway for safety reasons (escape routes, visitor flow, etc.). You are allowed to sacrifice your own space *behind* the stand to make your display deeper, as long as you do not impede your fellow dealers in your island. We trust that you will be able to resolve any issues between yourselves. If disputes arise between you and your neighbors, they will be resolved by the dealer room staff. There is no additional charge for replacing the table we provide.

Note that you will have to bring your own shelving units, racks or displays. Abunai! cannot provide any. We do ask that you make a note of these plans when filling out our order forms, to ensure we can do our very best your assigned spot suits your specific needs.

Bootleg policy

Our contract clearly states that selling bootlegs is forbidden and that if you do you will have to deal with the consequences. Do not take it with you to sell at the Abunai! convention. If we discover you selling bootlegs during Abunai!, we will give you one warning. You will then remove all offending products from your stand and we will keep an eye on your stand for the remainder of the weekend. If we spot any bootleg a second time - e.g. the following day, the next year and so on - you will be expelled from Abunai!. If expelled, you will not be able to get a refund for your tables, tickets or hotel rooms.

Additional information

This section contains useful information pertaining to the dealer room during the Abunai! convention.

Dealer Room setup time

Friday:	10:00 – 17:30
Saturday:	09:30 – 10:30
Sunday:	10:00 – 11:00

Dealer Room opening & closing hours

Friday:	18:00 – 22:00
Saturday:	11:00 – 19:00
Sunday:	11:00 – 17:00

Dealer Room Breakdown

Sunday:	17:01 - 20:00
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Please be mindful of our staff and the convention space. We will designate a place to put away your cardboard waste and your garbage bags during this time.

We would like to stress the necessity of being self-reliant during the breakdown and make sure you are not understaffed. We ask that you have everything broken down and out of the Dealer Room space by 8PM as we work with volunteers that can help, but also need to be given the opportunity to still have dinner before the hotel buffet restaurant closes.

Scheduled bootleg check

Friday:	16:00 – 18:00
Saturday:	09:30 – 10:30
Sunday:	10:00 – 11:00

Please note that during Abunai! we will also have unscheduled bootleg checks!

Food and drinks

You are still not allowed to sell regular crisps and (chilled) drinks to visitors within the Dealer Room. The same goes for fresh food and fresh drinks. This is due to regulations of the NH Koningshof.

As a dealer, you are allowed to eat and drink behind your stand. However, for visitors eating and drinking in the Dealer Room is not allowed.

Don't lend out an electric kettle to any of our visitors.

No free *plastic* bags

Due to Dutch regulations it is not permitted to give out free plastic bags to customers. This legislation has been implemented on January 1st of 2016 and applies to all retailers. The law requires you to charge your customers an extra fee for any plastic bags that you supply, should they want one. Please note this applies to plastic bags only. You are allowed to supply a free paper or cotton bag under these rules.