

# All Alaska Reptile & Exotics Expo 2021

Thank you for your interest in vending the 2021 All Alaska Reptile and Exotics Expo! The following is useful information to help you understand the process. If you have questions that are not covered here, please don't hesitate to reach out to the organizers (Colin and Elizabeth at The Reptile Barn). Their contact information will be listed at the end of this informational form.

Licenses and fees for Vendors who will be conducting business at the event:

- In order to legally sell your goods or services, you will need to have an Alaska State Business License. If you already have a state business license and need to look it up, you can search for it here.
  - <https://www.commerce.alaska.gov/cbp/businesslicense/search/License>
- If you do not yet have a state business license, it can be obtained here.
  - <https://www.commerce.alaska.gov/web/cbpl/BusinessLicensing/NewBLOnline.aspx>  
(Note that the state of Alaska has suspended the fee for a new or renewal of a state business license, so now is a great time to get this done!)
- The other licenses you will need is a special events license from the city of Wasilla, and a Mat-Su Borough license. They can also be obtained online, at the following links.
  - <https://www.cityofwasilla.com/business/business-licensing-sales-tax-information>
  - SCROLL HALFWAY DOWN THE PAGE and use the link that says Apply Online For Your Special Event Business License. \*This license only costs \$10, and is good for 7 days
  - <https://ecommerce.matsugov.us/Pages/default.aspx>
  - Follow the link that read "Biennial Business License" and it walks you through the application process. \*This license costs \$100, but is good for 2 years.

Once you have your licenses in order, please fill out our vendor form and return it to us. Once we have looked it over and approved it, you can submit your vendor fee, and you are done!

A few notes.

Unless you are planning on bringing hundreds of animals, you should have plenty of space! We will not charge extra for extra tables or floor space within reason. The sooner you get us your application, the more likely you are to be able to request specific layouts and space at the venue.

We have kept our vendor fee as low as possible, far lower than most reptile expos. We want you to come and have fun and help us grow the community! Not worry about exorbitant costs. If you are concerned about fees, or if you're getting frustrated trying to get your licenses and forms figured out, please reach out to us, and we will help! We have a few experienced vendors who have also offered to help as needed. If you have a desire to come and be a vendor, please don't let the paperwork intimidate you and keep you away.

We will provide tax forms on the day of the expo for each vendor, so you can keep your sales and any required taxes in order.

If you have any concerns or questions, please don't hesitate to reach out. The best way to contact us is via email. [Thereptilebarn@gmail.com](mailto:Thereptilebarn@gmail.com). Colin's phone number is (907)717-5098. Elizabeth's is (870)668-0911. (Editor's note: Elizabeth is the beauty AND the brains of the operation. If you have any difficult questions, definitely ask her :)

Thank you! We hope to see you there,

Colin Lindsey