

Baskets & Gourds – Containers of our Culture VI

April 22 – 24, 2016

Vendor Application/Contract

Name of Business: _____

Vendor Name(s): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone #: _____ Cell #: _____

Email: _____ Website: _____

Description of Goods or Art to be sold: _____

Demonstrations in your booth: _____

Booth Information and Fees

Size: 10' by 10"

Fees: Early Bird Registration postmarked by February 28, 2016 \$100

Postmarked after February 28, 2016 \$125

Location: See attached map – all booth spaces are awarded on 1ST ARRIVAL – 1ST POSTMARK

My booth space choices are: 1st # _____ 2nd # _____ 3rd # _____

Other Rental Fees: Tables 8ft @ \$10 each, Chairs @ \$1 each (first two chairs are free)

Electricity @ \$25 (bring your own cords)

*****Please note: Vendors should bring canopies – April Showers are possible!**

Total all applicable fees:				
Number of booth spaces		@	\$100 / \$125	Total:
Number of tables		@	\$10.00	Total:
Number of chairs		@	\$1.00	Total:
Electricity		@	\$25.00	Total:
Lunch for Saturday / Sunday (menus attached)		@	\$8.00	Total:
Dinner Saturday evening		@	\$25.00	Total:
Grand total remitted to Baskets & Gourds – Containers of Our Culture				Total:

In addition: The City of Visalia has a mandatory city tax fee with two choices of how to pay it:

1. Pay in advance - \$20.00 per day, checks payable to City of Visalia
2. Pay 30% of actual gross sales to a maximum of \$30.00.

Please circle your choice, **and remember to include your check for \$20 if you choose option #1.**

Cancellation Policy: \$15 Administration Fee to cancel prior to March 31, 2016

****No refunds after March 31, 2016****

I have read and agree to abide by all the rules and guidelines for this conference.

Name: _____ Signature: _____ Date: _____

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Vendor Rules and Guidelines:

1. The committee has the right to review and approve all applications as to the appropriateness of the merchandise categories in relation to this conference.
2. The committee will be assigning space to each vendor. Specific requests for spaces will be accommodated as much as possible, on a first come / earliest postmark basis. All reservations are made in advance and must be accompanied by the appropriate fees.
3. Booth setup will be on April 22 after 12:00 p.m. or on April 23 after 7:00 a.m. Booth take-down may begin at 4:00 p.m. on Sunday, April 24.
4. Vendors are responsible for manning their booth during the conference. Booths should not be left unattended during show hours.
5. Security service will be provided on the premises on Friday and Saturday from 5 p.m. to 7:00 a.m.
6. Vendors assume full responsibility for accidents, damage, and theft. Each vendor is responsible for personal property, products and artwork at all times.
7. Vendors are welcome to participate in purchasing lunches and dinner. Please indicate on the application form if you choose to do so.