Rotary Clubs of Carroll County Present the 2016

# Sat. Oct. 1, 12-8

Sun, Oct. 2, 12-6

Danele Shipley Memorial Arena

706 Agriculture Center Drive Westminster, MD 21157

Brought to you by the following Carroll County Rotary Clubs:

Bonds Meadow Mount Airy

Sykesville-South Carroll Westminster

Vendor Registration Form

$175 – Earlybird - register and submit payment by 07/31/2016

# $200 – Standard **–** register and submit payment after 07/31/2016 All Vendors are requested to donate a silent auction item valued at $50

### NAME OF BUSINESS: NAME OF PRIMARY CONTACT: TITLE:

MAILING ADDRESS:

TELEPHONE: E-MAIL:

Silent Auction Item:

WHAT WILL YOUR VENDOR BOOTH OFFER: (CIRCLE ALL THAT APPLY)

**APPAREL & ACCESSORIES ARTS & CRAFTS PRODUCTS & HOUSEWARES HEALTH & BEAUTY NON-PEPSI AND NON-ALCOHOLIC DRINKS\***

**OTHER:**

### IF YOU ARE OFFERING BEVERAGES OR FOODS, PLEASE TELL US WHAT YOU WILL OFFER:

\*Danele Shipley Memorial Arena has an exclusive vendor agreement with Pepsi of Frederick. Only Pepsi of Frederick may offer Pepsi products.

Vendor Registration Form continued

WHAT ARE YOUR VENDOR BOOTH NEEDS: (CIRCLE ALL THAT APPLY AND INDICATE QUANTITY)

**8 FT TABLES QUANTITY: CHAIRS QUANTITY:**

##  ACCESS TO ELETRICAL OUTLET

 **ACCESS TO WATER HOOK-UP**

VENDOR REQUIREMENTS & BENEFITS:

1. CANCELLATION AND RETURN OF REGISTRATION FEE WILL BE HONORED THROUGH AUGUST 1, 2016 IF SPACE IS RE-SOLD
2. IF REGISTERED BY AUGUST 1, 2016 YOUR COMPANY WILL BE LISTED ON OUR WEBSITE
3. VENDOR BOOTH MUST BE MANNED AT ALL TIMES
4. VENDOR IS RESPONSIBLE FOR PROVIDING ALL OTHER SUPPLIES
5. VENDOR IS RESPONSIBLE FOR PROVIDING THEIR OWN STAFF/VOLUNTEER SUPPORT
6. VENDOR MUST COMMIT TO DURATION OF EVENT (VENDOR BOOTH ONLY)
7. VENDOR MUST SUBMIT REGISTRATION FORM AND $200.00 FEE NO LATER THAN SEPTEMBER 1, 2016
8. VENDOR MUST SUPPLY A PRODUCT OR GIFT CARD VALUED AT $50.00 OR HIGHER FOR SILENT AUCTION (VENDOR BOOTH ONLY)
9. VENDOR WILL RECEIVE 5 COMPLIMENTRY TICKETS TO EVENT
10. VENDOR MUST SUBMIT CARROLL COUNTY FOOD PERMIT BY SEPTEMBER 20, 2016
11. VENDOR WILL RECEIVE LISTING ON ONLINE AND PRINTED MARKETING MATERIALS ALL VENDOR SET-UP & BREAK DOWN REQUIREMENTS:
12. ALL VENDOR SPACES ARE 10X10
13. VENDOR MUST PARK IN DESIGNATED LOT
14. VENDOR WILL HAVE ACCESS TO SHIPLEY ARENA ON SEPTEMBER 30, 2016 BEGINNING AT 2 PM
15. VENDOR BOOTH MUST CLEAR SHIPLEY ARENA ON OCTOBER 2, 2016 BY 8 PM
* Check Included (please make checks out to Sykesville Rotary Foundation. Specify “Oktoberfest” in Memo Line.)

VENDOR PAYMENT:

**Credit Card** (please circle one)**:**

VISA / DISCOVER / MASTERCARD / AMEX

**Name on Card:**

**Credit Card Number:**

**Expiration Date: Signature:**

**CCV:**

# carrollrotaryoktoberfest@gmail.com

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