

# 2018 VENDOR APPLICATION/AGREEMENT



(PLEASE PRINT CLEARLY)

CONTACT: \_\_\_\_\_ BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ CELL: \_\_\_\_\_

EMAIL: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

PRODUCTS/MERCHANDISE TO BE SOLD: \_\_\_\_\_

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- A. Complete both pages of this application and submit it along with the total booth fees for each show. If the application is not accepted, the fees will be returned. Written confirmation of reserved booth space will be sent to the vendor if the application is accepted. Booth space will not be reserved unless the total booth fees are paid in advance. There will be a \$35 fee for all checks returned unpaid. Any fees paid for confirmed booth space will be forfeited if the space is canceled by the vendor within 30 days of the show. **NO REFUNDS WILL BE GIVEN UNLESS THE EVENT IS CANCELED BY BROUGHT TO YOU BY ANNE-MARIE (BTYBAM).** Should vendor fail to appear the day of the event, all fees will be forfeited.
- B. A complete list of products must be provided as a part of completing this application (attach separate sheet if necessary). BTYBAM reserves the right to disallow any product(s). All products bearing logos, trademarks, etc. must be authentic and licensed by the appropriate licensing authority. Unlicensed, counterfeit, stolen or otherwise illegal products are prohibited. All goods, wares, displays and any other merchandise is understood to be at the vendor's risk. Vendor hereby grants BTYBAM the right to photograph vendor and its display and to use the photo(s) and/or other digital reproduction for publications purposes, whether electronic, print or digital.
- C. **General Rules and Guidelines:** **1)** Set-up time is to start promptly at the time specified in the event final details, which will be distributed 5 days prior to the event. **2)** You may not break down your display until the conclusion of the event. **3)** You will have a professional set-up. **4)** Only 2 representatives per table purchase. **5)** All vendors are responsible for collecting all sales tax and reporting per rules and regulations. **6)** No children under 16 allowed to "work" a table. **7)** Any vendor with ingestible products (protein powder, liquid protein, essential oils, teas, coffees, etc.) are required to follow local county health department rules & regulations and obtain appropriate permits. No samples may be served without a permit. No home storage is allowed for these types of products. **For further clarification, please contact the Lake County Health Department directly at 219-755-3655.**
- D. **Arriving and Signing in:** **1)** When you arrive there will be a table for registration. **2)** Our staff will direct you to your assigned vendor space. **No trading of places or spaces will be allowed.**
- E. **Onsite Marketing and Promotions:** Many vendors are a part of more than one business opportunity. However, no vendor will be allowed to promote or hand out any information (including business cards) for any business other than the one registered and paid for. Vendor will be removed from the event immediately if found to have violated this rule. If another distributor/vendor has entered as a guest is handing out business materials or promoting their business to other guests, please bring it to our attention.
- F. **All vendors are asked to donate a gift basket**, valued at \$25 or more (wrapped in clear cellophane) to be raffled the day of the event. These baskets will be collected from you as you arrive.



G. **Liability:** The Vendor agrees to indemnify, to protect, and to hold harmless BTYBAM from any and all claims, demands or liability whatsoever, including, but not limited to, any loss, expenses, attorney fees, damage, defacement, or destruction caused by Vendor and/or its agents. Vendor acknowledges that BTYBAM provides no insurance for the benefit of the Vendor, or against the acts or omission of the Vendor, its agents or employees. All Insurance for Personal Property, Public Liability, and Personal Injury must be carried by the Vendor. Vendor hereby releases and discharges BTYBAM, the show venue, venue staff, management and agents of such accountable for or liable in the case of fire, water, venue utility disruption and other acts of God or any accident, theft or loss.

**PLEASE SELECT THE 2018 EVENT(S) YOU ARE APPLYING FOR:**

- Sunday, April 29 (10:00-3:00) Patrician Banquets – 410 E. US 30, Schererville, IN 46375  
*(Benefiting the - Relay for Life – American Cancer Society)*

**VENDOR FEES**

- 1 8X8 Vendor Space (includes 8’ table, 2 chairs, cloth and skirting) \$85 = \_\_\_\_\_
- 2 8x8 Vendor Spaces (includes 8’ tables, 4 chairs, cloth and skirting) \$125 = \_\_\_\_\_
- Electrical Fee (if needed) \$25 = \_\_\_\_\_

**Total Fees** \_\_\_\_\_

**Vendor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
*I (vendor) acknowledge that I have read, understand and agree to the terms and conditions of this application/agreement.*

**PAYMENTS:** Keep a copy of this application/agreement for your records. We accept Checks, Money Orders, Visa, Mastercard, American Express and Discover Credit Cards, as well as PayPal. PayPal address is [reep prince@att.net](mailto:reep prince@att.net) or you may submit payment via website at [www.anne-marieprince.com](http://www.anne-marieprince.com). There will be a \$35 fee for all checks returned unpaid.

Please return **completed** application/agreement, payments and promotional/giveaway bag items to:

MAKE CHECK PAYABLE TO:  
**Anne-Marie Prince**  
5753 Tanager Street  
Schererville, IN 46375

Phone: 219-741-0435  
Fax: 773-834-3166  
email: AMP1369@aol.com  
website: [www.anne-marieprince.com](http://www.anne-marieprince.com)