

Spring Procrastinator's Bazaar - 2022 **VENDOR APPLICATION**

Hosted by Energy Capital Habitat for Humanity

All Vendor applications will be reviewed in a timely manner and applicants will be emailed of their acceptance. We reserve the right to include multiple vendors of the same type and to also limit the number of vendors with comparable merchandise products.

We are asking each vendor to provide at least one item for Raffle Prize Drawings. You may bring these to setup
Be sure to include a business card with your item(s)!

Please contact Brenda Kirk Email: energycapitalhabitat@gmail.com Cell: 307-257-4987

SHOW DATE: *Saturday, May 7, 2022*

Event: 10:00 AM – 4:00 PM

Set-Up: Friday, May 6 from 12:00 to 7:00 PM

Doors Open to Vendors: Saturday, May 7 at 8 am

LOCATION: *Cam-Plex Central Pavilion
1635 Reata Dr
Gillette, WY
82716*

Business Name: _____ Contact Name: _____

Mailing Address: _____

Phone: _____ Email Address: _____

Website / URL _____ Facebook: @ _____ Instagram: @ _____

If you wish to give a percentage of sales from the event, please enter amount: _____

Raffle Prize Drawing Description: _____

Merchandise Category and Description:

Apparel Packaged Food Gifts Home Accessories Jewelry Other (_____)

Merchandise Description: _____

<input type="checkbox"/> 10x10 Booth Fee	\$ 75
<input type="checkbox"/> 10x20 Booth Fee	\$125
<input type="checkbox"/> Table fee	\$5
<input type="checkbox"/> Electricity (<i>Limited Availability- must provide own extension cord</i>)	\$15

***TOTAL AMOUNT: \$ _____**

Please make all checks payable to: Energy Capital Habitat for Humanity and mail with application to:

ECHFH, P.O. Box 3633, Gillette, WY 82717

**Absolutely No Refunds.*

- While backdrops or displays are welcome, nothing may be affixed to the walls or floors at the facility
- Food is allowed in the facility
- Food vendors will be allowed to sell at the Bazaar.
- All applications will be screened and no alcohol or tobacco vendors will be allowed.
- *Applications not approved will receive a refund of the rental fee submitted.
- No subletting of booth space.
- No sharing of booth space, 1 business per booth.
- All proceeds received from rentals will be donated to Energy Capital Habitat for Humanity.
- Cancellations must be received one week prior to event.
- If the Governor's orders affect the scheduled event, the Bazaar will be rescheduled to Spring 2023.

Spring Procrastinator's Bazaar - 2022 VENDOR APPLICATION

This Vendor Application serves as a contract with legal consequences; please read carefully before signing.

In consideration of the 2022 Spring Procrastinator's Bazaar Vendor Application, I, the undersigned, ("Vendor") am authorized to sign for Vendor and assume full and complete responsibility for any injury or accident which may occur during my participation in the 2022 Spring Procrastinator's Bazaar, including but not limited to the time that I or any individuals or parties acting on my behalf are on the premises of the event. I hereby release and hold harmless the sponsors, promoters and all other persons and entities associated with this event. I additionally assume full liability and responsibility for any property damages caused by in part or in entirety by my sole participation or by the participation of any employees or individuals acting on my behalf at or in conjunction with this event.

I further agree and understand that I, as a Vendor and participant, release Energy Capital Habitat for Humanity ("ECHF") from any and all responsibility of liability of any kind for any loss, injury or damage of any kind to the Vendor or Vendor's property or merchandise. All expenses of transporting, packing, unpacking and insuring Vendor's property or merchandise shall be the sole responsibility of the Vendor. ECHF may cancel the Bazaar at any time at its sole option. The only liability which ECHF has to the Vendor in the event of such cancellation shall be the refund of all fees paid by the Vendor, which were received by ECHF prior to such cancellation.

ECHF shall not be responsible for the loss of goods, merchandise, displays, or other materials resulting from fire, flood, theft, vandalism, acts of nature or any other cause. Vendors are hereby advised that ECHF will not carry insurance to cover damage or loss sustained by Vendors, their personnel, and/or guests.

All fees are due at the time of submission of the Vendor Application. Vendors are responsible for providing their own tables, chairs, displays or other items needed for the efficient operation of their booth. Nothing may be affixed to the floor, walls, ceiling or any of the premises of the Holiday Bazaar location.

All proceeds of a Vendor's sales shall be retained by the Vendor, and each Vendor is responsible for the collection and remittance of any applicable taxes relating to its sales and for indemnification of and holding ECHF harmless from any failure by the Vendor to collect and remit such taxes in accordance with applicable law.

Returning vendors have until October 29, 2021 to get application and payment submitted.
After October 29, 2021, ECHF will contact vendors off the waiting list.

NO EXCEPTIONS.

Signature: _____ Date: _____

Printed Name: _____ Date: _____

Business Name: _____

Payment

Please select your method of payment below. Fee is per every 10 foot by 10-foot reserved space your business requires. Payment is due before May 4, 2022

Please enter the total amount due: _____

Check/Money Order Please mail your check or money order to: ECHF, P.O. Box 3633, Gillette, WY, 82717

Online payment Visit www.gillettehabitat.org or paypal.me/ECHF to submit secure payment online. If using PayPal, please include a description of what the payment is for when you submit (such as Spring Bazaar event).

Phone Call 307-257-4987 to speak with Brenda Kirk and reserve your space.

Credit Card _____ Express _____ Discover _____
_____ Mastercard _____ Visa _____

Please enter your credit card number: _____

Please enter your security code: _____ Exp. Date: _____

Please enter the amount to charge your card: \$ _____

Signature and Date: _____