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Vendor Village 2023 Application Form

Please complete all of the following information, where applicable. Send application, signed contract and payment to: Branson Veterans Task Force, PO Box 128, Branson MO 65615 or Email: bvtf-mo@hotmail.com

Organization Type: Corporation Individual/Sole Proprietor Joint Venture
 LLC Partnership/Limited Partnership Non Profit

Company Name: _____

Address: _____

City/State/Zip: _____

Cell #: _____ Email: _____

Contact name (*Please print*) _____ Date: _____

Website or Facebook page link: _____

Form of Payment: Check Cash Credit Card

If Credit Card:

Card Number: _____ Exp Mo: _____ Exp Yr: _____ CVV: _____

Name on Card (Please print): _____ Zip Code of Billing Address: _____

Signature: _____

Booths are generally 10' wide X 8' deep. Booth fees include one 6' table and two chairs. Additional chairs (\$10 each) and tables (\$20 each) are available. **There is an additional charge of \$25 if you need electricity.**

Booth Fees (<i>Circle one</i>)	Before 10/1/2023	After 10/1/2023
General Business Booth Fee:	\$300	\$400
Non-Profits/Fraternal Orgs/Authors:	\$80	\$90
Electricity Fee: (<i>Circle if desired</i>)	\$25	\$35

Total number of booths: _____ X booth price: _____ = _____

(If applicable) Additional Chairs _____ X \$10 = _____

(If applicable) Additional tables _____ X \$20 = _____

(If applicable) Electricity (if desired at @\$25 or \$35): = _____

Total Due: _____

Application, Contract and payments must all be submitted by Oct 1, 2023 to be guaranteed a booth
Thank you



Branson Veterans Task Force Vendor Village Contract - 2023

This contract serves as an agreement between the Branson Veterans Task Force and the Vendor listed on this contract.

Vendor Name: _____

Contact Person: (please print) _____

Event Details:

Set-up	November 4, 2023	9am-7pm
Days of Operations	November 5-9, 2023	9am-4pm (be in booth by 8:45am each day)
	November 10, 2023	9am-3pm (be in booth by 8:45am)
Tear Down	November 10, 2023	3pm

Early or late set-up by permission only by Vendor Coordinator.

Event Provisions:

1. Exhibitor will install an attractive and educational display of products and/or services and must man booth at all times.
2. There will be no refunds for cancellations within 30 day prior to the event.
3. Booth Fees are \$300 per booth for profit businesses, \$80 per booth for non-profits/Fraternal organizations/Authors, and \$25 electricity fee for those requiring electricity. Booths are guaranteed if full payment is made prior to October 1, 2023. After October 1, 2023 booth fees increase to \$400 and \$90 respectively and booth space cannot be guaranteed.
4. No sound emitting devices will be allowed other than audio-visual equipment, such as TV, sound projectors, etc., **whose sound must be kept at a level as not to disturb neighboring exhibits**. All general announcements will be made by a Task Force member.
5. Vendor will not sublet or assign any portion of his/her space unless authorized by event coordinator.
6. Exhibitor agrees to observe the designated hours of the show.
7. Exhibitor agrees to not remove any part of his/her booth before the close of the event on November 10, 2023 at 3pm unless authorized by event coordinator.
8. All goods, wares and merchandise of any kind placed in the event is understood to be at owner's risk and by acceptance of this contract the exhibitor releases the sponsors and management from any and all liability for damage, injury, or loss to any person or goods from any cause whatsoever.
9. The exhibitor will tape all electrical cords to the floor. The driving of nails, tacks, screws or use of any intrusive method of attaching items or signs to walls, floor, or railings is strictly prohibited.
10. The exhibitor will be required to replace, repair, or otherwise assume all expense for any defacement or injury of the premises by his/her exhibit or his/her representative.
11. No highly flammable or explosive material will be permitted either for decoration, display or use within the building.
12. No open flames will be permitted within the building.
13. Materials and equipment that might cause stain or make discoloration of the floors shall be protected against such damage by watertight pans, shield, baffles, or suitable devise.

14. No pets shall be allowed in the buildings during operational hours with the exception of certified service animals.
15. Exhibitors may offer drawings for free door prizes in their individual booths. Each exhibitor must provide his/her own registration materials for said drawings.
16. Exhibitor is responsible for any City or State licenses that are required.
17. All Vendors providing goods or services for sale at the event are required to obtain a temporary business license from the City of Branson. There is no fee for this license and details will be provided by the event coordinator.
18. No alcoholic beverages are allowed on the property or in any booth.
19. All displays are required to fit in booth space(s) and no displays, racks, or merchandise is allowed in the pedestrian walkways.

CERTIFICATE OF LIABILITY INSURANCE: Exhibitor will provide certificate of Liability Insurance in the amount of not less than one million dollars naming Branson Veterans Task Force, Ballparks of America, and The City of Branson as additional insured prior to exhibiting at the event. A notarized letter indemnifying and holding harmless the Branson Veterans' Task Force, Ballparks of America and the City of Branson for any incidents, injuries or damages during the event will suffice.

BOOTH ASSIGNMENTS: BVTF reserves the right to change or alter space assignment, floor plans and conditions without notice and the right to develop rules to cover situations in the best interest of the event and the exhibitor agrees to accept and abide by such rulings.

HOLD HARMLESS AGREEMENT: By signing this contract the Vendor representative, any employees, designates, subcontractors, or others representing the vendor agrees to protect, defend, indemnify and hold Branson Veterans Task Force, Ballparks of America, the City of Branson and their officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees, or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind and character in connection with or arising directly or indirectly out of the agreement and/or the performance hereof. It is further agreed to investigate, handle, respond to, and properly defend any such claims, etc., at vendor's expense and agrees to bear all costs and expensed related thereto, even if it (claims, etc.) is groundless, false or fraudulent. This agreement is in effect November 3, 2023 to November 12, 2023.

By signing this contract the vendor agrees to all event details and provisions contained herein.

Signature: _____ Date: _____