

MILITARY APPRECIATION DAY CARNIVAL & INFORMATION FAIR

SATURDAY, MARCH 2, 2024 ★ 11:00AM - 2:00PM

APPLICATION & CONTRACT

Please complete and return to the Greater Kitsap Chamber Office by Friday, February 16, 2024

This AGREEMENT is made between the Military Relations Committee of the Greater Kitsap Chamber and:

Company Name (This name will be used for the event):

Contact Person:	Phone #:	
Day of Event Contact Person:	Cell #:	
Email Address:		
Mailing Address:		
City:	State:	Zip:

I, _____, would like to participate in this event and agree to the following:

- Table space is for informational purposes only. No sales transactions may take place during the event, and no money collection boxes will be allowed at the tables ___ Initial
- I will provide all decor items for the booth. All tablecloths and skirting must be fireproof: ___ Initial
- Table space is for use by the business named above or organization only. ___ Initial
- All persons representing the organization named above will abide by all event rules & regulations as well as rules or regulations of the facilities used for the event: ___ Initial
- No pets allowed in the event hall. Only trained service animals can be permitted inside the event hall: ___ Initial
- The vendor is responsible for all clean-up of the booth area after the event. Failure to do so will result in a \$100 fee: ___ Initial
- Event Sponsors must provide a PDF, EPS, or JPEG Company Logo to be used in event promotional materials. Logo submissions received **after Noon on Monday, January 29, 2024**, may not be included in promotional materials for the event: ___ Initial
- Event Check-In begins at 08:00 am; Booth Set-up until 10:00 am. Event tear down begins at 2:05 pm. Vendors that begin tear down or leave the event before 2:00pm will be assessed a \$150 fee: ___ Initial
- A 30-day written notice is required for all refunds: ___ Initial
- No helium balloons, pop-up tent covers, stickers, or glitter is permitted during the event: ___ Initial
- We ask each vendor to provide a door prize for the event with a minimum value of \$50. A surcharge of \$75 will be assessed on the day of the event if a door prize is not provided. All Gift Cards must have the sales receipt attached and have an expiration date of at least one year from the date of the event:** ___ Initial
- A Certificate of Liability Insurance is needed and due with application and payment. The Greater Kitsap Chamber and the Military Relations Committee need to be listed as additionally insured with a liability of \$1,000,000 or greater:** ___ Initial
- All applications must include full payment to the Greater Kitsap Chamber: ___ Initial

Signature:

Date:

VENDOR ORDER FORM ★ YES, I WOULD LIKE TO SUPPORT THIS EVENT! (Please check all that apply)

\$1,500 Five-Star Sponsor

\$300 Community Partner

\$1,000 Four-Star Sponsor

I want to donate _____ in support of the worthwhile event.

\$750 Three-Star Sponsor

My check is enclosed, or please bill my credit card for the total amount due:

★ All applications must include payment and Certificate of Liability Insurance ★

TOTAL: \$

Card Number:	Expiration Date: / /	Security Code:
Billing Address:	Billing Zip Code:	
Signature of Cardholder:	Date:	