

June 27, 2009 11am till 8pm in Eastport
13th Annual Eastport-a-Rockin'

MAIL: Jessica Pachler, 506 President St, Annapolis MD 21403 or EMAIL: vendor@eastportarockin.com

Vendor Registration Form 2009

Company _____

Contact Person _____

Street Address _____

City, State, Zip _____

Phone: _____ Cell phone: _____ Fax: _____

E-Mail: _____ prior to event: _____ Best way to contact Best way to contact day of event: _____

Website _____

1. Description of Services to be offered:

Check One: For-Profit Non-Profit

Check One: Merchandise Personal Services
 Other _____

2. Check if you will need: Folding Tables (\$12 each) qty _____ Folding Chairs (\$5 each) qty _____
Electrical Outlet (\$10) (Bring extension cord)

3. Questions? Call Jess @ 410-916-5500

Eastport-a-Rockin' will be held
RAIN OR SHINE - Saturday, June 27, 2009
From 11am until 8pm
On Second Street from Eastern Avenue to the Waterfront

Vendor agrees to hold Second Street Benefits harmless from liability for any injury, damage or loss related to the event.

FINAL REGISTRATION DATE: MAY 29 (\$50.00 late fee applies)
Non-Food Commercial Vendors \$150.00
Non-Profit Organizations (must submit copy of MD Non-profit certificate) \$75.00
Please make check or money order payable to **Second Street Benefits, Inc. NO CASH**
Cost includes **FOUR** vendor passes per booth.
Additional help or companions must purchase tickets. Children under 12 are free.

Authorized signature: _____

Title: _____ Date: _____

Received By: _____	Check No: _____	Date: _____
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Please read the ENTIRE APPLICATION before signing and returning.

1. Vendors are responsible for timely arrival. Setup is between 9:00 - 10:00am Saturday morning. Space is forfeited if not occupied by 10:00 a.m. Vehicles will not be permitted to remain on site after 10:00am, except where prior arrangement is made with Second Street Benefits. Vendors are responsible for cleaning and restoring their area to its original appearance by 9pm.
2. **Event will be held RAIN OR SHINE.** No refunds, no exceptions. This is an outdoor event. We plan on providing good weather, but can't promise it!
3. Each vendor will receive an assigned 10' x 10' space. Vendors needing a larger space may be required to pay an additional cost. Please contact Second Street Benefits for more information. Flexibility is required as some sites abut sidewalks and public rights of way. Please note in space below if your site plan is not flexible or you require a completely flat area.
4. **Vendors provide their own assistance, tents, tables and chairs.** Tables and chairs may be rented from the Festival for \$12 and \$5 each, respectively. **If you require electric, please bring extension cords and include this need in your booth space description below.** There is a \$10 charge for provision of an electrical outlet. All tents must be approved for fire-safety – the fire inspector will be on site on Saturday morning to check tents.
5. **Absolutely NO BEVERAGE SALES of any kind. No Food Sales of any kind without a separate completed and approved Food Vendor Application form.**
6. Every attempt will be made to keep each vendor site unique. **List all products to be sold in the space below.** Vendors are required to supply and maintain at least one garbage can at their booth.
7. **All payments MUST be made in advance. Due date is May 29. Failure to pay in full prior to event nullifies application. Checks MUST be made payable to Second Street Benefits, Inc.** An application is considered a commitment to the festival.
8. Applications do not confirm acceptance into event. Confirmation is made via mail (receipt) or phone call. Please list a number where you can be reached. Money will be refunded for any application that we are not able to confirm.
9. Vendors are responsible for their own insurance. Please provide proof of insurance. Second Street Benefits, Inc. is not liable for any loss, theft or damages to property caused by fire, casualty, acts of God or man to merchandise or person. Second Street Benefits, Inc. will not be held liable for damage or loss to personal property or for injury to persons or employees while on the premises. An accepted/confirmed vendor agrees to assume full responsibility to prevent these occurrences, provide insurance and secure against anticipated loss. This event will be held rain or shine. No refunds, no exceptions.
10. Signing this application indicates you have read, understood, and agree to comply with event rules. Second Street Benefits, Inc. reserves the right to dismiss any vendor who violates the contract.

Name: (please print) _____

Company Name: _____

Vendor Applicant Signature

Date

Vendor Director, Second Street Benefits, Inc.

Date

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Please Sketch Your Booth Layout Here

