



FOUNDERS' DAY
Saturday, September 26
5-9 p.m.
Founder's Park
 22407 S. Ellsworth Road

Town of Queen Creek Vendor Application 2015

DUE DATES

Founders' Day
 Application Due Date: **Aug. 20**
 Late Application Due Date: **Sept. 10**
 Refund Due Date: **Sept. 10**

Trunk or Treat
 Application Due Date: **Sept. 17**
 Late Application Due Date: **Oct. 8**
 Refund Due Date: **Oct. 8**



Saturday, October 24
5-9 p.m.
Desert Mountain Park
 22201 S. Hawes Road

Organization/Business: _____

Address: _____ City: _____ State: _____ Zip: _____

Contact Name: _____ Phone: _____ Email: _____

Alt. Contact: _____ Phone: _____ Email: _____

Organization Status: () Non-Profit/ Non-Profit ID # _____ () Commercial/ ATPT # _____

Number of loading vehicles _____ Number of on-site staff _____ Length of loading vehicle(s)/trailer(s) _____ feet

Business Type:

Informational Retail Sales Craft/Handmade Food and/or Beverage (Permit #: _____)

Waste:

- () Yes, I will have/use grease in my booth and will dispose of it in sealed containers.
- () No, I will not have/use grease in my booth.

Power:

- () Free-standing generator (not applicable to craft or information booths)
- () Propane
- () Other (please list) _____

All sources of power will be inspected by the fire marshal prior to the event. Should your source not pass inspection, you will be shut down and asked to leave and you will not receive a refund.

Booth Types	Quantity	Fee (Single event only)	Fee (Must sign up for both events and pay for both events in full)	Late Fee	Amount Due
Food & Beverage (Self-contained 10'x10' Booth Space) Percentage Fees - 10% of <u>TOTAL</u> gross sales will be collected on site within 30 minutes of event conclusion in cash (no checks) – receipts will be provided.		\$125 + 10% gross sales over \$125 (per event)	\$100 + 10% gross sales over \$100 (per event)	\$25	
Commercial – Informational/Sales (Self-contained 10'x10' Booth Space)		\$100 (per event)	\$75 (per event)	\$25	
Non-profit (Proof of 501c3 required) (Self-contained 10'x10' Booth Space)		\$75 (per event)	\$50 (per event)	\$25	

Event(s) Selected: Founders' Day (9/26/15) Trunk or Treat (10/24/15) Founders' Day & Trunk or Treat

**Please enclose a photo of your booth, vehicle or trailer;
Include the style of signage you plan to use at the event (does not apply to craft vendors).**

Checks, money orders or cashier checks must be made out to "Town of Queen Creek" and must be received with this completed and signed application. Personal checks must include a phone number on the check and a valid driver's license number and expiration date in the upper right-hand corner of the check. There is a \$25 charge for all returned checks. Refunds will not be granted after the listed deadline date. All vending spaces are issued on a first-come, first-served basis. Applicants will receive a full refund if not selected. The Town of Queen Creek Recreation Services reserves the right to select all vendors. Applications are due to the Recreation Services office by the due date listed for each event. Applications are accepted by mail or in-person. **Faxed and e-mailed applications will not be accepted.**

Mail payment and application to:
Town of Queen Creek Recreation Services
Attn: Erica Perez
22350 S. Ellsworth Road
Queen Creek, AZ 85142

Bring payment and application to:
Library Recreation Annex (SE corner entrance)
Attn: Erica Perez
21802 S. Ellsworth Road, Queen Creek, AZ
7 a.m. - 6 p.m., Monday through Thursday

For more information, contact Erica Perez at 480-358-3719 or erica.perez@queencreek.org

Please list **all** items you plan to *sell, display or give away*. Final approval will be given by the Town of Queen Creek Recreation Services.

Item(s)	Sale Price
	\$
	\$
	\$
	\$
	\$
	\$
	\$

I, (print your name) _____ as the authorized agent for the above named organization, agree to hold the Town of Queen Creek harmless for theft of, damage to, loss or destruction of merchandise, materials, equipment or personal property which I may have on the grounds of the event site. I also understand that the Town of Queen Creek will not be held responsible for sales, weather, or other unforeseen revenue losses and does not guarantee revenues or numbers of festival patrons. I also certify that the above named organization is in compliance with all state health regulations, and, if applicable, operations are appropriately permitted by Maricopa County. All applications are subject to acceptance by the Town of Queen Creek Recreation Services, which decision is final.

I understand that that my signature holds me responsible for the information included in the **Vendor Information and Application**.

I hereby state that I have read, understand and agree to comply with all event regulations. I understand that failure to abide by these rules could result in probation and/or exclusion from all future Town of Queen Creek events.

Signature _____

Date _____

FOR OFFICE USE ONLY		Generator? Y <input type="checkbox"/> N <input type="checkbox"/>	Photo <input type="checkbox"/>	Insurance <input type="checkbox"/>
Date Received _____	Employee Initials _____	Fees Paid \$ _____	Notes: _____	