



GPCSL COMMUNITY FUN FAIR
466 SW I Street, Grants Pass OR (541) 479-0007
June 24th 2023 10:00 to 4:00
VENDOR APPLICATION

INDIVIDUAL/BUSINESS/ORGANIZATION NAME: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Product or Service Category (Please circle all that apply)

- Food Service Retail Sales \*Presentation (see other form)
Garden/Plants Re-sale Art/Craft Youth

Please describe your booth and product/service: \_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

ALL Vendor Space Options are \$40 Dollars
Space Options (please check your selection):

INDOOR

OUTDOOR

- \_\_\_ 8 X 10 Space
\_\_\_ electricity (limited availability) \$5.00 extra

- \_\_\_ 8 X 10 Space
\_\_\_ 10 X 10 Pop up Space

Table Rental (LIMITED AVAILABILITY): 2.5' X 8' \$5.00 Yes/No

Total Reservation Request:
Space \$ \_\_\_\_\_
Table \$ \_\_\_\_\_
Electricity (indoor) \$ \_\_\_\_\_
Total Due \$ \_\_\_\_\_

Submitting this application does not guarantee vendor space. Confirmation will follow via email. There are limited spaces available for each vendor. By signing below you are verifying that you are the responsible party for this vendor and are authorized to provide payment. GPCSL is a nonprofit organization. Payment will not be processed until vendor is approved.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email application to Wendy Orsatt at wendyorsatt@yahoo.com
If you have questions please contact Wendy at: (928) 230-8390

Office Use Only: Date Accepted: \_\_\_\_\_ Payment Received: \_\_\_\_\_



GPCSL COMMUNITY FUN FAIR VENDOR CONTRACT 2023

DATE: \_\_\_\_\_

Vendor Name: \_\_\_\_\_

Vendor Contact: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

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SET UP TIME: 9:00 a.m.

CLEAN UP COMPLETION TIME: 5:00 p.m.

Responsibility of Vendor:

- Arrive by 9:00 a.m.
- Set up completed by 10:00 a.m.
- Provide all materials necessary for booth
- Use vendor designated parking space area after set up
- Keep noise level to a minimum
- Communicate effectively with GPCSL vendor coordinator and other team members
- Maintain clean space
- Leave space in same condition as when arrived
- Agree to doing no damage of any kind to property
- Agree to liability waiver attached
- Clean up completed by 5:00 p.m.
- Help with promoting event via approved social media announcements, sharing fliers provided by GPCSL, and posting information at place of business

Responsibility of GPCSL:

- Provide agreed upon booth space
- Provide a clean space for set up
- Provide trash cans for clean up
- Provide vendor coordinator and information booth to assist when needed
- Provide free beverage refreshments at information booth manned by GPCSL
- Provide marketing, fliers, social media and public announcements in local media promoting event

I, \_\_\_\_\_, understand my responsibilities outlined above and agree to uphold them at the GPCSL Community Fun Fair event.