



# VENDOR BOOTH REGISTRATION FORM

Event Date: June 2<sup>nd</sup> and 3<sup>rd</sup>, 2023

Business Name (the Vendor) \_\_\_\_\_

Business Physical Location \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Business Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Business Email \_\_\_\_\_ Business Phone Number \_\_\_\_\_ Tax ID \_\_\_\_\_

Insured (Yes) \_\_\_\_\_ (No) \_\_\_\_\_ Licensed (Yes) \_\_\_\_\_ (No) \_\_\_\_\_

Contact Name and Phone if Different from the above: (the Business Owner or Authorized Representative)

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Contact Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Contact Email \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

Describe the Products you will be selling.

\_\_\_\_\_  
\_\_\_\_\_

### Vendor Requirements:

**Vendor Registration Fee. \$25.00 Must be paid when registration form is submitted.** Registration includes one all access pass to participate in the activities at the Wellness Festival. All forms must be received by April 7, 2023. Cancellation must be received by May 1<sup>st</sup>, 2023, in order to be eligible to receive a refund of the registration fee. Registration fees are non-refundable after May 1<sup>st</sup>, 2023.

The Vendor agrees to have their booth set up by 9:00 a.m. on Saturday, June 3<sup>rd</sup>, 2023 at the location specified on the approval/acceptance letter sent from the Lava Chamber of Commerce to the Vendor. The Vendor is required to provide their own pop-up cover, (if needed) (maximum 10ft x 10ft) a table or display structures for the items they are selling and any chairs or equipment they may want to use. **Electricity is not provided for vendors at the event and wifi service is not available at the location of the vendor area.** All items set up by the Vendor must be taken down and removed from the site at 6:00 p.m. on Saturday, June 3<sup>rd</sup>, 2023. **The Vendor is responsible to staff their booth at all times and agrees the Chamber is not responsible for lost, stolen or broken items at the vendor booths or vehicles.**

**Vendor agrees to pay to the Lava Chamber of Commerce 10% of the Vendors gross total sales during the event. (6% is Sales Tax, 2% is Local Option Tax and 2% is the Chamber Administrative Fee.)** Payment may be in cash or by check or money order payable to the Lava Chamber of Commerce and must be submitted promptly at the conclusion of the event on June 3<sup>rd</sup> 2023. A form to submit the payment will be provided to the Vendor by the Lava Chamber of Commerce.

**Vendor agrees to provide a certificate of insurance for the Vendor/Business** showing evidence of general liability coverage with general aggregate and per occurrence limits of \$1m including bodily injury and property damage and include Lava Chamber of Commerce as an additional insured. **Certificate must be provided "prior" to set up at the event.**

**Vendor agrees to conduct business in a professional, courteous, and ethical manner and without regard to race, religion, gender, age or disability.**

**Vendor understands and agrees they are selling under the event permit of the Lava Chamber of Commerce and specifically during the dates of the Wellness Festival in 2023.** Vendors may only sell their items during that time and at the location of the event. Furthermore, the Vendor understands they are required to have or obtain a City of Lava Hot Springs business license and locate an approved premise where they can set up if they want to continue doing business in Lava Hot Springs prior to or following the conclusion of the Wellness Festival.

**Vendor Certification:**

I certify that all information I have submitted is true and correct to the best of my knowledge. I understand notice must be given to the Lava Chamber of Commerce of any change in the information within 10 days of said change.

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**VENDOR PHOTO RELEASE STATEMENT:**

I hereby agree and give my permission for the Lava Chamber of Commerce/and or partners, to record, film, audiotape, and take photos of myself and my vendor booth and to display, publish and distribute the recordings, films, audiotapes and photos for the purpose of publishing as print or posting on the Lava Chamber of Commerce website, and posting on social media sites. I waive any right to approve the use of said recordings, films, audiotapes and photography now or in the future, whether known or unknown by me. Furthermore, I waive any right to Royalties related to the use of the recordings, films, audiotapes and photography. I understand the recordings, films, audiotapes and photography may appear in electronic form on the internet or in other publications outside of the control of the Greater Lava Hot Springs Chamber of Commerce. I agree I will not hold the Greater Lava Hot Springs Chamber of Commerce responsible for any harm that may arise from such unauthorized reproduction.

VENDOR NAME: \_\_\_\_\_

Signature \_\_\_\_\_ Title \_\_\_\_\_

(Must be over 18 years old and signed by the business owner or authorized representative.)