



FUR BABY LOVE FEST VENDOR/SPONSOR APPLICATION

EVENT DETAILS

Name: Fur Baby Love Fest

Date: Saturday, September 20, 2025

Time: 10:00 a.m. – 2:00 p.m.

Set-Up: Begins at 9:00 a.m.

Tear-Down: Begins at 2:00 p.m. (must be completed by 3:00 p.m.)

Location: Meldrum Bar Park, City of Gladstone, Clackamas County

Vendor Eligibility: Vendors offering pet-related products, services, or community engagement are encouraged to apply. Acceptance will be based on appropriateness, uniqueness, and contribution to the event, as determined by the organizers.

BOOTH DETAILS

- Standard booth size: 10' x 10'.
- Vendors may request additional spaces (if available).
- Booths are assigned in order of application and availability.
- Booth sharing is allowed with prior approval & completed applications from all parties.
- Signage and displays must remain within booth boundaries unless approved in advance.
- Vendors supply all required equipment, including canopy (weights), tables, displays, etc.
- No electricity or water will be provided.
- Booths must be staffed for the full duration: 10:00 a.m. to 2:00 p.m.

SETUP & BREAKDOWN

- Vendor check-in begins at 9:00 a.m. at your assigned booth location (TBD).
- Tear-down starts at 2:00 p.m. (no earlier) and must be completed by 3:00 p.m.
- Vendors are responsible for leaving their area clean and removing all debris.

RESTRICTIONS & REGULATIONS

- No alcohol, cannabis, or controlled substances permitted.
- All vendors must comply with safety codes and community standards.
- All animals must be leashed or contained at all times.
- This is a rain-or-shine event—vendors should come prepared for all weather conditions.
- Event organizers reserve the right to remove vendors who do not comply with guidelines or create unsafe conditions.



APPLICATION & FEES

- Booth Fee: \$125 per 10' x 10' space (no application fee).
- Payment: Due upon approval via Venmo (details will be provided).
- Sponsorship Add-Ons: Available; ask about category exclusivity.
- Prize Donation: One minimum raffle prize item is required, to benefit Oregon Dog Rescue.
- Refunds: No refunds for cancellations within one week of the event.
- Licensing: All vendors must complete a Transient Merchant Vendor Permit from the City of Gladstone.

Vendors are fully responsible for their own property, conduct, and products. The City of Gladstone and Clackamas County are not liable for damage, loss, or injury.

APPLY HERE: [HTTPS://WWW.CI.GLADSTONE.OR.US/COMMUNITY/PAGE/BUSINESS-LICENSES](https://www.ci.gladstone.or.us/community/page/business-licenses)

CONTACT

Event Coordinator: Mary Gedrose

Phone: 503-705-6000

Email: Info@FurBabyLoveFest.com

VENDOR INFORMATION

Business Name: _____
Contact Name: _____
Address: _____
City: _____
State/Zip: _____
Phone: _____
Email: _____
Website: _____

BRIEF DESCRIPTION & SPACE REQUEST:

(Include details about your products/services, giveaways, or interactive elements)

Number of booth spaces requested: _____

Preferred booth location (near entrance, stage, bathrooms): _____

TYPE OF BUSINESS/ACTIVITY:

- ☐ Pet Food & Supplies Sales
☐ Pet Services (Grooming, Walking, Training, etc.)
☐ Veterinary/Medical:
☐ Other:



SPONSORSHIP INTEREST (IF APPLICABLE):

Desired Sponsorship: _____

Add-On Sponsorship (optional): _____

AGREEMENT

By signing below, I acknowledge that I have read and agree to all Fur Baby Love Fest policies. I agree to comply with all applicable safety and health regulations and understand that I assume full responsibility for my participation. I agree to hold harmless the City of Gladstone, Clackamas County, and event organizers from any liability or claims arising from this event.

Signature: _____

Date: _____

Payment due upon application approval.

TRANSIENT MERCHANT VENDOR PERMIT (TMV)

A Transient Merchant Vendor (TMV) permit is a temporary business license that allows a person or company to sell goods/services at events or pop-ups.

ALL VENDORS MUST:

- Complete the TMV application (found at the City of Gladstone's website)
- Submit a copy of a valid government-issued photo ID
- Pay the TMV fee
- Email completed forms to bl@ci.gladstone.or.us or drop off at City Hall, 18505 Portland Ave., Gladstone, OR
- Payment can also be made online (see website for instructions)

FOOD TRUCKS

- Additional documentation is required for mobile food vendors:
- Current Clackamas County Health Permit
- Completed TMV application
- Photo ID for each team member working at the event
- Completed Clackamas Fire Mobile Food Unit Application
- Written property owner permission (if parking on private land)

FOOD TRUCKS MUST ALSO:

- Be equipped with a Class K fire extinguisher
- Remain mobile and cannot park overnight
- Operate only during public park hours