

VENDOR CONTRACT

1. Payment must be received by January 11, 2026. There will be no exceptions and space is limited to a first-come, first-served basis.
2. Information supplied on registration form will be used on the vendor list and posted on our website.
3. Due to limited available space, we reserve the right to limit the number of vendors in each category.
4. All vendors are required to bring a prize for giveaways. You must fill out the prize section of this registration form and bring said prize to the vendor registration table upon arrival. Failure to do so will result in your removal from the show.
5. Any and all damages to the venue that is specific to a vendor are at the expense of that vendor.
 - a. All decorations, sound/electrical equipment or supplies must be provided by the vendor
 - b. All Wedding Showcase vendors and their employees must confine their activities to their exhibit space. Handouts, including literature, giveaways, and promotional materials may be distributed from your space only. These items may not be distributed in the aisles, parking lot, or other booth spaces.
 - c. All vendors must limit noise to an acceptable level, defined as low enough that two people 8 feet away can speak without having to raise their voices.
6. Due to limited space, we cannot offer refunds due to cancellations.
7. This event will only be cancelled if Sandusky County is under a Level 3 snow emergency as of 10:00 am. No refunds will be provided to vendors.
8. It is the responsibility of the vendor to provide all artwork for print materials by January 11. Any items received after the deadline, even with payment, are not guaranteed inclusion. There will be no refunds for failure to provide artwork, nor will it be pulled from your website for you.
9. You may begin unloading your booth items at 9:00 am. Please check in at our vendor registration table inside the front door first. Setup must be completed by 12:30 pm to ensure a timely start to our event. Do not break down your booth until the close of the event.
10. Please provide appropriate, visible signage at your booth so that it is easily identifiable.
11. Promotion of business/products for non-vendors is strictly prohibited.

I hereby confirm that I have read the Vendor Guidelines and by signing agree to abide by these guidelines.

Signature _____ Date _____