



1st Anniversary Community Celebration Weekend

4152 Midway Road | Douglasville, GA 30134

Sunday, March 31, 2019 @ 6:30 PM

VENDOR APPLICATION FORM

Description of the Event

- The Midway Community Resource Center 1st Anniversary Celebration takes place on Saturday March 30 and Sunday March 31, 2019 at New Jerusalem SDA Praise & Worship Center, which is our sponsoring church.
- Vending is available after sunset on Saturday, March 30, continuing on Sunday, March 31, starting at 12:00 PM. The 1st Anniversary Community Celebration is FREE to the public.

Vendor Information, Requirements and Restrictions

- **Booth Space:** Booth space fee is \$25. Application deadline is 8:00 PM on Thursday, March 28, 2019. Booth space with electricity is limited and available on a first come – first served basis. Indoor and outdoor space is available. Some tables are available. Overhead cover for outside booths is NOT provided. All vendor location request (specific site indoor, outdoor, section of indoor or outdoor) will be considered on a first come – first served basis. Event planner and host site will not provide table covering for booth spaces.
- **Items & Services for Sale or Distribution:** Applicants are required to provide a COMPLETE description of items or services to be offered at the requested booth (use additional sheet if necessary), and if possible, attach photos of intended items for sale/distribution. The following are examples of items or services NOT allowed at an MCRC event (this is not an exhaustive list): Food and beverage of any kind (host is exclusive food provider), alcohol (including wines and spirits), tobacco and marijuana products, firearms and ammunition, other weapons, fireworks, gambling items and services, jewelry. All literature, books and videos must be approved.
- **Responsibility:** Vendor check-in on Saturday evening is between 8:00 PM and 8:30 PM. Vendor check-in on Sunday is between 11:00 AM and 12:00 PM. Booths must be completely set up by 12:30 PM. The Anniversary Committee requests that all vendor booths remain open until at least 3:00 PM. Vendors are responsible for leaving their assigned vending area in the condition that it was originally received (all trash such as boxes, wrapping material, used tape, paper, etc. must be removed). Vendor agrees that the host site and event planners are NOT responsible for disposing of bulk items such as wooden crates, pallets, and other oversized items. Vendor MUST remove all debris, except for reasonably small items or amounts that will fit into host's provided garbage bins.
- **Approval Process:** Each applicant will receive a confirmation notice upon APPROVAL of their application. All vendor fees are non-refundable and due upon confirmation/approval. The vendor application form must be completely filled out.



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Agency/Business: _____ Contact Person: _____

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

E-mail: _____ Phone: _____ Ext: _____

Please indicate desired location: _____ Inside _____ Outside

Please describe type of business/agency/organization you represent.

_____ Business _____ Non-profit _____ Govt. Agency _____ Individual _____ Other

Please give description of the products or services to be sold/distributed.

Do you require electricity? _____ Yes _____ No

WAIVER: Midway Community Resource Center (MCRC) reserves the exclusive and absolute right to refuse or deny any vendor application. The Vendor shall defend, save and hold harmless MCRC, New Jerusalem Seventh-day Adventist Praise & Worship Center, South Atlantic Conference of Seventh-day Adventists, their respective officers, agents, staff, volunteers, sponsors, heirs and assigns from any claims, damages, losses, liability or expense which may arise and shall not be held responsible for any loss or damage due to fire, accident, theft, weather, natural disaster, vandalism or any other loss or injury whatsoever or not specifically described herein, whether past, present or future. Booths are NOT insured by MCRC, New Jerusalem, South Atlantic Conference, or any other sponsoring agents. Vendors must make provisions for safeguarding their goods and effects. Vendors assume full liability for protecting, care and maintenance of vendor's property. Vendor shall be liable for any damage or loss caused by vendor to New Jerusalem property. Both pages of this document constitute the full and complete agreement between MCRC/New Jerusalem and vendor.

Vendor agrees to these terms by affixing **Signature:** _____ **Date:** _____

RETURN COMPLETED FORM BY MARCH 28, 2019 to: admin@MidwayResourceCenter.org