



Event Vendor Contract

Name of the Event: **IDCN District Convention 2023**

Date of Event: Friday, **Friday, August 25 through Saturday, August 26, 2023**

Cost: \$200.00 per table

- Vendors will be provided a table (1) with linen, shirting and 2 chairs.
- All fees are non-refundable as they are used to promote the event.
- No electricity or running water is available.
- The event will run from 10:00 AM to 10:00 PM on Friday and 9:00 AM to 8:00 PM on Saturday.
- Set up Time: Vendors can begin set up at 8:00 AM on Friday, 8/25/2023. Break down is set for 9:00 PM on Saturday, 8/26/23.
- Vendors are responsible for leaving the area in the same condition as they found it.
- We reserve the right to restrict items on any booth.
- **Edible items are forbidden by the Convention Center. (No food, drinks, candy, etc.)**
- **Vendor Seller's Permits is required:**

If the Event includes buying or selling any item, **Client** must obtain a Seller's Permit from the:
State Board of Equalization

1. To obtain a Seller's Permit, contact:
California Department of Tax and Fee Administration
3737 Main Street, Suite 1000, Riverside, CA 92501 - Telephone: 9 51-680-6400
Website: <https://www.cdtfa.ca.gov/services/>
2. Client must obtain written evidence from each seller that it holds a valid California Seller's Permit, or Client must secure a written statement from the seller that it is not offering for sale anything which is subject to sales tax.

REGISTRATION: Vendor Forms must be submitted by August 3, 2023!

COMPANY: _____

CONTACT PERSON: _____

ADDRESS: _____

PHONE: _____

EMAIL: _____

Description of items to sell: _____

Total Amount submitted: _____

Apostolic Assembly or their affiliates will not be held responsible for any liability, lost or Stolen or damaged merchandise or any injury incurred during the event.

Signature of Vendor _____ Date _____

Make Checks payable to: Apostolic Assembly IDCN