

**Registration for Dog Festival to raise money for Chamber of Commerce in PQ County,  
AWARE, Tri-County Animal Shelter and SPCA of Elizabeth City**

<b>Name:</b>	<b>Company Name:</b>
<b>Address:</b>	
<b>Email:</b>	<b>Phone Number:</b>
<b>Description of service or product:</b>	
<b>Donation Item: (Donation item for Silent Auction - Can be an item, service or gift certificate.)</b>	

<b>Vendor Space Needed:</b> <input type="checkbox"/> 8'x8' Inside (\$30) <input type="checkbox"/> 10'x10' Outside (\$25) <input type="checkbox"/> Food Truck (\$40)	<b>Payment Type:</b> <input type="checkbox"/> Paypal <input type="checkbox"/> Cash <input type="checkbox"/> Check	<b>Will electricity (\$10) be needed for your setup?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Advertising Sponsorship at Event:</b> <input type="checkbox"/> Small 8.5" x 11" table display at registration for contests \$ 20 <input type="checkbox"/> Medium 24" x 18" lawn display sign at various areas \$ 45		
<b>Premium Sponsorship at Event</b>		
<input type="checkbox"/> <b>Gold</b> Premium Sponsorship \$ 500 Includes: (1) - 4'x4' Vinyl Hemmed w/Grommets Banner Displayed Inside (4) - 18"x24" Lawn Signs – (1) at entrance to event - (3) at various contests (5) - 8.5'x11' Color Signs at various locations throughout the event		
<input type="checkbox"/> <b>Silver</b> Premium Sponsorship \$ 300 Includes: (1) - 3'x4' Vinyl Hemmed w/Grommets Banner Displayed Inside (2) - 18"x24" Lawn Signs – (1) at entrance to event - (1) at various contests (3) - 8.5'x11' Color Signs at various locations throughout the event		
<input type="checkbox"/> <b>Bronze</b> Premium Sponsorship \$ 150 Includes: (1) - 2'x4' Vinyl Hemmed w/Grommets Banner Displayed Inside (1) - 18"x24" Lawn Signs – (1) at entrance to event (2) - 8.5'x11' Color Signs at various locations throughout the event		
Event will be on Social Media, in the Chamber Newsletter, Banner Displayed inside & outside event, and local newspapers with Premium Sponsorship's listed <b>if received before March 3rd</b> . The Vinyl Banners will be given to the Sponsors in the following month after the show.		

**Event will be mentioned on 2 radio shows 102.5 The Shark and The River 92.3 & 101.1 for raising money for nonprofits. No company names will be aired, just the event and non-profits benefiting from the event.**

**Perquimans County Chamber of Commerce (PQ COC)  
Event Agreement**

**Terms and Conditions**

1. Setup/Break Down: All Vendors must be set up by the time of the event. Vendors may begin setting up 2 hour prior to the start time of the event. Break down can start no sooner than the close of the event time. No vendor is to close before the official closing of the event. Vendors are responsible for their space. Before leaving, be sure your area is clean and trash free.
  2. Staffing: Vendors tables/booths must be manned at all times and intact until show closes. PQ COC is not responsible for merchandise or display materials.
  3. Vendor Items: Each Vendor must submit a generalized list of items or services they sell during the application process. PQ COC reserves the right to have items removed during the event that are considered inappropriate.
- \* No open flames. Selling of food is not allowed for human consumption, food sales are reserved for licensed food vendors of the event only. Profanity, tobacco or alcoholic items/references or suggestive material are not permitted. Sales of dog's is not allowed at this event.
4. Vendor Responsibility: Vendor will be fully responsible for any loss or damage to their property by theft, fire or casualty. PQ COC expressly disclaims any responsibility for Vendor's property. Vendors shall be responsible for any damage which may be incurred to the facilities as a result of or in connection with its operation. Each Vendor is responsible for the conduct of their employees or representatives and activities must not detract from the image or welfare of the event, the attendees or other Vendors.
  5. Vendor Spaces: Vendor spaces will be assigned and clearly marked. Placement, flow and competition will be taken into consideration to provide the best experience for Vendors and attendees. If you have special space needs, please include your request with your application and we will make every effort to accommodate you. Spaces are reserved on a first come first served basis. Vendors must ensure that none of their display equipment extends beyond the space unless otherwise cleared with PQ COC.
  6. Direct Sales: Only one vendor from direct sales company is allowed per space.
  7. Acceptance: PQ COC reserves the right to decline any application for space if it deems such action to be in the best interest of the Event.
  8. Payment and Donations: The registration fee is non-refundable and should be paid within 10 days of receiving acceptance into the event. Payments can be made via Paypal, check or cash (cash accepted only at the PQ COC, 118 W Market Street, Hertford, NC 27944.) Donations of item(s), services or certificates for our auction/raffle are to be given to PQ COC auction/raffle table the day of event by no later than 30 minutes prior to the start of the event.
  9. Electricity: Electricity will be available, please specify if electricity is needed when registering. There will be an additional fee of \$10 for electricity. Extension cords are not included in the fee and must be provided by the vendor. Outlets are not guaranteed.
  10. Tables and Chairs: Each Vendor is responsible for furnishing their own chairs, tables or stands.
  11. Cancellation of space: Application fees are not refundable. PQ COC are not liable if weather or other conditions prevent the Vendor from attending and fulfilling the contractual obligation as a vendor. No refunds will be made for weather, accident, health or other cases for non-participation.
  12. Food Sales: No selling of food for human consumption is permitted except by authorized food vendors allowed by PQ COC.
  13. Indemnification: Vendor agrees to indemnify and hold harmless the PQ COC, from and against any loss, expense, claims, damages, causes of action, injuries, suits or damages, suits to person or property, including attorney's fees arising out of or related to the operation of the Vendors at the PQ COC event.
  14. All pets must remain on leashes at all times or caged. No pets allowed inside the Recreation Center Building. Any Owner or Vendor who violates the PQ COC strict pet containment policy will be escorted off the premises. Owner of pets will be responsible for cleaning up their pets excrement. Pet waste disposal bags will be available through out the event. Please keep a fresh pet excrement bag on your person at all times. Please dispose of used waste bag in proper containers.

By signing your name below, you agree to all above stated terms and conditions for participating in this event.

Signature: \_\_\_\_\_