

2019 Booth Registration Form

Artisans/Agencies/Commercial (Please Print)



Were you a BPRD 4th of July Vendor in 2018? _____ Date Submitted: _____

Organization/Business: _____

Primary Contact Person: _____

Mailing Address: _____

City _____ State _____ Zip _____

Primary Phone: _____ Cell Phone: _____

Email Address: _____

Tax ID number (non-profits only): _____

Describe items to be sold or promoted:

Check or List Primary Items to be Sold: (REQUIRED - Note if Handmade or Commercially Produced)

- | | | | |
|--|----------------------------------|-------------------------------------|--|
| <input type="checkbox"/> Clothing | <input type="checkbox"/> Jewelry | <input type="checkbox"/> Painting | <input type="checkbox"/> Wood products |
| <input type="checkbox"/> Food or Produce | <input type="checkbox"/> Pottery | <input type="checkbox"/> Toys/Games | <input type="checkbox"/> Other (list) |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

Booth Space Request

ALL VENDORS MUST COMPLETE BACK SIDE OF FORM AND SUBMIT FEES PRIOR TO CONSIDERATION.

Priority is given to 2016 vendors for same booth assignments if you have completed registration by March 2 2018.

Booth # for 2018 _____ I am requesting the same # for 2019 _____

Starting March 31, applications for a new booth assignment will be processed on a 1st-come 1st-served basis. Review the enclosed booth map and list your preferred # below. You may apply by email for a new booth # once you have been informed by email as to the available booth numbers to choose from. If your preferred booth is not available, we will try to assign your 2nd or 3rd choice or the closest space available.

2018 1st Choice _____ 2nd Choice _____ 3rd Choice _____

No subletting of booths is allowed. Pre-approval is required if a booth is to be shared between 2 artisans.

Amanda Jamison Event Coordinator (541) 706-6136 amandaj@bendparksandrec.org

For Office Use Only Received By _____ Date _____ Time _____	<table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">Fee</td> <td style="width: 30%;">_____</td> <td style="width: 30%;">Amount</td> <td style="width: 10%;">_____</td> </tr> <tr> <td>How Paid?</td> <td>_____</td> <td>Check #</td> <td>_____</td> </tr> <tr> <td>Entered RT?</td> <td>_____</td> <td>Confirmation Sent</td> <td>_____</td> </tr> </table>	Fee	_____	Amount	_____	How Paid?	_____	Check #	_____	Entered RT?	_____	Confirmation Sent	_____	Booth Assigned: _____
Fee	_____	Amount	_____											
How Paid?	_____	Check #	_____											
Entered RT?	_____	Confirmation Sent	_____											
Return by mail, fax, email or in person: District Office: 799 SW Columbia St.														

Check appropriate items for your booth request

Organization/Business name: _____

Non-Profit/Agency/Community

These booths are for local or national nonprofits, government agencies or other community groups providing information or selling products. Please do not use this form if your group is planning to sell food or beverages for consumption during the festival. If you plan to sell food, you must fill out the food vendor application.

_____ \$60 Nonprofit/Agency booth **with no sales**

_____ \$90 Nonprofit/Agency booth **with sales**

Handmade Artisan & Crafter

Registrations accepted from sellers of originally crafted handmade items or services provided by the vendor only. These booths are limited to those NOT selling 3rd party items, manufactured or imported goods.

_____ \$90 Handmade arts & crafts originally crafted by vendor

Commercial Business

Registrations accepted from commercial businesses providing information about or the on site sale of services, products or prepackaged foods prepared for resale.

_____ \$225 Commercial business—services/resale items

Vehicle Access Permits

Turf loading/unloading permits are only allowed for Booths 20-30, 201-217 and are required for any vendor requesting lawn access for setup/unloading. The 2015 fees for these permits are listed below

Car or Pickup Truck	\$30 additional
Vehicle w/Trailer	\$50 additional

DO NOT PAY FOR A PERMIT until your final booth assignment has been confirmed. You will be notified if your final booth # is eligible for a turf access permit and payment accepted at that time.

Payment Due _____

I am enclosing a check _____ check # _____
Or—charge my

MasterCard _____

or
VISA _____

Signature: _____

Expiration Date: _____

INDEMNIFICATION *(Required for All Vendors)*

By signing the Registration Form

Exhibitor agrees to hold harmless and release from liability Bend Metro Park and Recreation District, from all claims for loss, suits, actions or damage of any nature caused by me or my exhibit.

Exhibitor agrees to expressly assume all risks of harm to me or my exhibit, including harm resulting from the negligence of other exhibitors or festival visitors.

Exhibitor agrees to indemnify (to pay any losses, damages, or costs, including legal costs incurred by) Bend Metro Park and Recreation District and to hold them harmless with respect to claims for harm to me or my exhibit and for claims made by others for any harm caused by me or my exhibit while at the July 4th Festival.

Signature _____ Date _____

Please return your completed application by mail, fax, email or in person to event coordinator, Amanda Jamison:
Bend Park and Recreation District
799 SW Columbia Street, Bend, OR 97701
amandaj@bendparksandrec.org direct: (541) 706-6136 fax: (541) 330-1019