

WASHINGTON METRO DACHTOBERFEST

Vendor Application October 5th, 2013

Please complete all components of this form to apply for a booth at the 2013 WMDF DachtoberFest so that we may serve you as well as possible. **The event will be held on Saturday, October 5th from 9:00 am- 4:00 pm.**

Terms and Conditions:

- No Refunds / No Rain Date
- Booths are rented on a first come, first serve basis. **We reserve the right to limit the number of Direct Sales Vendors and also reserve the right to limit the number of vendors in a particular category (e.g. jewelry).**
- The WMDF DachtoberFest Committee may deny any vendor application based on appropriateness of products and duplication of vendors, in such Committee's sole discretion. Vendors may not sell alcoholic beverages of any kind.
- Setup time will be available between 1:00 p.m. and 7:00 p.m. on October 4th and starting at 7:00 a.m. on October 5th.
- Vendor booths will be indoors only. All food vendors will be outside.
- \$75.00 vendor fee for single booth for non-food vendors; \$25.00 reduced vendor fee for animal welfare organizations selling merchandise. A one-time discount will be afforded to all returning MADP vendors. Please contact WMDF to discuss.
- \$100.00 fee for single space for food vendors.
- Electrical access is an additional \$ 20.00 fee. NOTE: Electrical access is limited and will be approved on a first come, first serve basis. You must supply your own extension cords.
- Booth sizes are approximately 10 x 10.
- Vendors shall supply their own tables, chairs, table cloths.
- Participants are responsible for the set-up and clean up of their booths. Participants cannot impair others booths (e.g. sign or display blockage). Vendors will not be allowed to move booth locations once a booth has been assigned.
- ***Cancellation Policy: Any vendor, who has not paid in full by August 1, will lose their deposit, and their space will be released. If a vendor cancels after August 1, 2013, they will forfeit their deposit.***
- Unless a separate agreement is reached, vendors keep all profits from their booths.

Name _____

Business Name _____

Mailing Address _____

City _____ State _____ ZIP Code _____

Telephone: Home _____ Mobile _____

E-mail _____

Brief description of product(s): _____

TYPE OF PRODUCTS Harnesses and collars _____ Handmade _____ Jewelry _____ Local Artist _____ Crafts _____

Clothing _____ Wood Works _____ Holiday _____ dog food/treat _____ pre-packaged human food _____

Other _____

TYPE OF SERVICE Rescue Organization _____ Veterinarian _____ Other service _____

Other non-profit animal welfare organization _____

Electric availability is limited. If you require electrical outlet access, there is an additional fee of \$20.00. We will fulfill these requests to the best of our ability.

_____ Yes, I require electrical access (you will need to bring your own electrical cords and extension cords)

Tables: Tables will not be provided with booth spaces. For a fee of \$10.00 we can supply you with one six foot table and two chairs; additional tables and chairs may be available for a nominal fee. Please indicate below if you need tables or chairs. Otherwise, each vendor is responsible to bring their own tables, table cloths, or table skirts and chairs.

_____ Yes, I wish to rent a table and chairs.

No vendor booth fee will be charged to rescue or animal welfare organizations which solely promote animal rescue, health and adoption. (Limit 10 booths)

_____ We are a rescue or animal welfare organization. We only plan to promote animal rescue, health and adoption at the DachtoberFest. We agree not to sell any merchandise.

Additional Booth requests/accommodation needs? (Need to be near a wall, near another vendor, prefer corner, etc?). Changes will not be made the day of the event. **Requests are not guaranteed.**

Raffle/Silent Auction: As part of an additional fundraiser, we are asking each vendor to consider donating an item to be used in our Raffle/Silent Auction at the DachtoberFest. This will help advertise your wares and create interest in the vendors. It should be something from your typical inventory and reflect the type of merchandise you offer for sale. If you are interested in participating, please provide a description and dollar value of item to be donated.

_____ Yes I will donate an item _____ No

Description of donation: _____

Application and fees due by June 15, 2013.

Please make checks payable to: Washington Metro DachtoberFest Foundation
We are in the process of obtaining credit card payment ability. Please contact Mary Zahn to discuss.

I have included a check for the above items for the 2013WMDF DachtoberFest. I have read and understand the terms and conditions of the DachtoberFest.

Vendor Signature: _____

Fees Included:			
Booth Spaces (Deposit for each booth)	\$75 x _____	=	\$ _____
Electrical	\$20	=	\$ _____
Table & 2 Chairs	\$10	=	\$ _____
Additional table	\$5 x _____	=	\$ _____
Additional chairs	\$1 x _____	=	\$ _____
TOTAL			\$ _____

Mail completed form with check or money

order to:
WMDF DachtoberFest
P.O. Box 124
Jefferson, MD 21755

For further information or questions:

Mary Zahn 301.788.1021
or email:
WashingtonMetroDachtoberFest@Comcast.net