

PLYMOUTH PARKS & RECREATION PRESENTS:



2018 VENDOR REGISTRATION FORM

HILDE PERFORMANCE CENTER | 3500 PLYMOUTH BLVD, PLYMOUTH, MN
SATURDAY, MAY 19, 2018 | 10:00 AM - 2:00 PM

CONTACT INFORMATION

COMPANY NAME: _____	COMPANY PHONE: _____
CONTACT PERSON: _____	CONTACT PHONE: _____
MAILING ADDRESS: _____	
CITY/STATE/ZIP: _____	EMAIL ADDRESS: _____
WEBSITE: _____	
PROVIDING AN EVENT DOOR PRIZE: <u>YES / NO</u>	PROVIDING A GIVEAWAY AT YOUR BOOTH: <u>YES / NO</u>

SPONSORSHIP OPPORTUNITIES

SPONSORSHIPS DUE: FRIDAY, APRIL 27

<ul style="list-style-type: none">· EVENT SPONSORSHIP INCLUDES LOGO ON ALL PROMOTIONAL/MARKETING MATERIALS· EVENT SPONSORS RECEIVE A FREE BOOTH DURING THE BARK IN THE PARK EVENT <p>_____ EVENT SPONSORSHIP \$250</p>

BOOTH REGISTRATION

REGISTRATIONS DUE: FRIDAY, MAY 11, 2018

<ul style="list-style-type: none">· EACH BOOTH WILL CONSIST OF A 10' X 10' SPACE, TABLE, 1 CHAIR· COMPANY NAME & COMPANY PHONE WILL BE LISTED ON THE CITY'S WEBSITE· ELECTRICITY IS AVAILABLE FOR A FEE OF \$20 PER BOOTH <p>VENDOR BOOTH OPTIONS</p> <p>_____ VENDOR BOOTH \$150</p> <p>_____ ADDITIONAL STANDARD BOOTH \$75</p> <p>_____ NON-PROFIT OR PET RESCUE ORGANIZATION \$50</p> <p>_____ ELECTRICITY \$20</p> <p>\$_____ TOTAL</p>
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VENDOR SERVICES

THE CITY OF PLYMOUTH IS LOOKING FOR VENDORS TO PROVIDE SERVICES ONSITE THE DAY OF OUR EVENTS TO OUR ATTENDEES. SOME OF THE OPTIONS ARE LISTED BELOW. IF YOU ARE INTERESTED IN SETTING UP AN AGREEMENT OR SPONSORSHIP WITH THE CITY, PLEASE CONTACT KARI AT 763-509-5220 OR KHEMP@PLYMOUTHMN.GOV ASAP.

_____ LOW COST VACCINATIONS

_____ CHIP PLACEMENT

_____ PET PHOTOS

_____ PET ADOPTION*

_____ ID TAG CREATION

_____ "ASK THE VET"

_____ NAIL TRIMMING

_____ GROOMING

_____ OTHER

* PROOF OF RABIES AND DISTEMPER VACCINATIONS SHOULD BE ON-HAND

ON-SITE PRODUCT SALES

VENDORS ARE ALLOWED TO SELL PRODUCTS FROM THEIR BOOTH. PLEASE PROVIDE A LIST OF ITEMS BEING SOLD FOR EVENT STAFF APPROVAL.

PRODUCTS TO BE SOLD

CITY OF PLYMOUTH APPROVAL

QUESTIONS? CONTACT THE PLYMOUTH PARKS & RECREATION OFFICE AT 763.509.5200 OR
EMAIL RECREATION@PLYMOUTHMN.GOV

RETURN TO:
PLYMOUTH PARK & REC
C/O BARK IN THE PARK
3400 PLYMOUTH BLVD
PLYMOUTH, MN 55447



TOTAL FEES: \$ _____

CHECK # _____

PAYABLE TO "CITY OF PLYMOUTH"

CARD NUMBER: _____ EXP: _____

SIGNATURE: _____



VENDOR TERMS & CONDITIONS

1. The exhibitor is entirely responsible for the leased space and shall not injure, mark up or deface the premises. Placement will be on grassy areas; no stakes or sharp edge items can be placed on the turf.
2. All exhibits must remain within the confines of their own spaces. Exhibitors cannot erect signs or display products in such a manner as to obstruct the view or affect the display of other exhibitors.
3. Exhibitor gives the City of Plymouth the right to use their name in the Plymouth Bark in the Park event advertising.
4. All displays must remain completely set-up and manned for all hours of the show. Early tear down is not allowed.
5. Any devices that produce sound must be operated in a reasonable manner. The Plymouth Parks & Recreation department will determine the acceptable sound level.
6. All walkways must remain clear at all times.
7. All products to be sold must be listed in writing on the attached sheet that is subject to final approval by the City of Plymouth Parks & Recreation department.
8. Exhibitors are only allowed to sell animals or pets with approval of the Bark in the Park Supervisor. Please list type and quantity of animals on attached sheet.
9. Vendor dogs are allowed but should be limited to the 10' x 10' booth area and must be leashed or kenneled. Exhibitors are responsible for clean-up of pets.
10. Distribution of advertising material and exhibitor solicitation of any sort shall be restricted to the exhibitor's booth.
11. All booths and decorations must concur with the facility regulations, city ordinances, and local fire codes.
12. Neither the City of Plymouth, or service contractors, nor their representatives will be responsible for any injury, loss or damage that may occur to the exhibitor or the exhibitor's employees or property from any cause whatsoever. The exhibitor, upon signing the contract, expressly releases the aforementioned from any and all claims for such loss, damage, or injuries.
13. Alcohol is prohibited from the event.

PETS IN BOOTH GUIDELINES

1. Please do not bring any animal who shows aggression to other dogs or people.
2. Please consider your animal's temperament and bring only animals that are tolerant of loud noises, crowds, one-on-one people contact and other animals.
3. Animals may not be left unattended in booths at any time, even if secured in a kennel.
4. Bring water containers for your animal. Water is on site, but not containers/bowls.
5. Please pick up after your animal and deposit into designated bins at the event.
6. Certificates of liability insurance and proof of rabies and distemper vaccinations should be on-hand.

VENDOR REPRESENTATIVE SIGNATURE

DATE

VENDOR REPRESENTATIVE NAME (PLEASE PRINT)

COMPANY NAME (PLEASE PRINT)