



Washington City Vendor Application & Standards

We appreciate your desire to participate in these events. This is a great opportunity to showcase your product or service to the many people anticipated to attend these events.

PLEASE NOTE: These are General Guidelines for participating vendors, for more specific information please look at page two for your specific event:

1. The booth space allowed will be 10' X 10' in size.
2. Your booth set up will depend upon which event you will be attending.
3. The Community Center **MAY** provide tables or chairs depending on which event you are participating in. You are responsible for providing all of your own booth materials: decorations, price list, extension cords, signs, table, chairs, etc.
4. A signed Release Waiver and Indemnification Agreement, and this Vendor Application Form **completely filled out** are due by the date associated with each event. Forms received after this date will be charged \$25. This form can be returned to the following address: Washington City Community Center, 350 North Community Center Dr. Washington, UT 84780. Receipt of these items is required for this application to be considered. (*Application does not guarantee participation.*)
6. **Power is available for \$10.00 per booth. Power is limited, and will be given on a first come first served basis.**
7. The Event Committee reserves the right to limit the number of booths. Please register early. Space is limited.
8. Limit of up to two booth spaces per business if available.
9. Vendors are allowed to sell products and are responsible for all taxes associated with such sales. Free samples of products may be provided.

Business or Organization person's name: _____

Sales Tax or S.S. #: _____ Contact Person _____

Phone: (____) _____ Address: _____

City: _____ State: _____ Zip: _____ Email address: _____

Fax Number: (____) _____ Mobile Phone Number: (____) _____

Signature _____ Date: _____

Please include a brief description of items to be displayed or services to be rendered at your booth:

Some events will require a door prize provided from your company. Please indicate what you intend to use as a merchandise or door prize donation:

Please check each event you will be a part of:

- Duckie Drop(\$25) Anniversary Party(\$75) Cotton Days(\$50) Business Expo(\$50) Life Expo(\$50)
 Car Show(\$50) Trunk or Treat(\$25) Holiday Craft Fair(\$50) Christmas in Dixie(\$25)

Do you need electricity to your booth? Yes No

Return Check List:

- _____ # of Booth Spaces
 _____ Booth Spaces Needing Power (\$10.00 each booth)= \$ _____
 Cash, Credit Cards or a **business** check is acceptable. Please make checks payable to "Washington City"
 Signed Release Waiver
 This Business Vendor Application Form completed and signed.

Contact: Donn Hayes @ 435-656-6322 or dhaves@washingtoncity.org

Please See Page two for specific event information.

The following contains specific information on each individual event. All events offer a 10 x 10 booth space. Most events we only accept 1-2 vendors of a certain type of company. All events require that all vendors be available during the whole event. Please no early take down. Please refer to your specific event for set-up times, prices, and event descriptions.

Duckie Drop-\$25 per booth space-Very limited booths available

This fun family event brings in 1400 people of all ages to pluck a Rubber Duckie from our leisure pool.
Booths need to be set up by 5pm on Monday, March 29th, 2010 Event is 6-9PM
No food vendors will be allowed.
(1) table and (2) chairs will be provided
No door prize required

Anniversary Party-\$75 per booth space-Very limited booths available

Our annual Cotton Days kick off, and Anniversary Celebration, brings in over 3000 people to this event.
No food vendors will be allowed.
Booths need to be set up by 5PM on Monday, May 3rd, 2010. Event is from 7-10PM that evening.
(1) table and (2) chairs will be provided
No door prize required

Cotton Days "Fun at Veterans Park"-\$50 per booth space

As soon as the parade ends the whole community congregates at Veteran's park for live music, dance performances, classic cars, and you, the vendor. This event brings in 3000+ people.
Booths need to be set up by 8AM on Saturday, May 8th, 2010. Event is from 10AM-3PM. There is no Friday night setup.
No table or chair is provided
No door prize required

Shop Local Business Expo-\$50 per booth space

This is a "get to know your local businesses" event. An opportunity to inform the Citizens of Washington about the great services and opportunities that are available right here locally. It will be a major push from local businesses, radio stations, and the city to get folks out and support our local economy. Join us and support your fellow local businesses.
Booths need to be set up by 9PM on Friday, June 25th, 2010. Event is from 9AM-3PM Saturday, June 26th.
(1)table and (2) chairs will be provided
Door prize will be required

Life Expo: A Health, Wellness, and Fitness Event-\$50 per booth space

Our physical health, mental well-being, and financial fitness are critical aspects of our lives. Hundreds of people will be attending this two day event asking themselves the question of what Life is all about. Does your business answer what you can do for someone else's LIFE? Then join us as we celebrate our health and get back on track!

Booths need to be set up by 12 pm on Friday, Sept. 17-18, 2010. Event is Friday 3-9pm and Saturday 9am-2pm.
(1) table and (2) chairs will be provided
Door prize will be required

Car Show and Public Power Week-\$50 per booth space

This will be in its second year, and will only get better. We extended the time of the event and are excited to bring in more than the hundred cars we brought in last year. Our crowds were steady all day having well over 1500 people attend. This is one of the most beautiful days of the year to see the sun glisten off of the incredible cars from all over the state.
Booths need to be set up by 9AM on Saturday, October 9th, 2010. Event is from 10AM-4PM. There is no Friday night setup.
No table or chair is provided
No door prize required

Trunk or Treat/Carnival-\$25 per booth space

With over 2500 ghouls and goblins running around through out this fun filled Friday evening your business will easily become the hit of the town. Your vehicle/booth can be decorated and filled with fun prizes to give away to each of the kids.
Booths need to be set up by 5PM on Friday, Oct. 29th, 2010. Event is from 6-9PM.
No table or chair is provided
No door prize required
Candy or a prize needs to be available for at least 1500 kids****

Holiday Craft fair-\$50 per booth space

Our members are looking for fun and exciting presents to deliver their friends and loved ones, and we need your help to provide these types of gifts. This event will include two days of Christmas cheer to help kick off the season.
Booths need to be set up by 12 PM on Friday, Nov. 19-20, 2010. Event is Friday 3-9pm and Saturday 9AM-2PM.
(1) table and (2) chairs will be provided
Door prize will be required

Christmas in Dixie-\$25 per booth space

This annual tree lighting celebration and Christmas kick off event is attended by many in the community. We meet Santa Claus, provide free hot cocoa and cookies, and the kids participate in our annual bicycle light parade. It's a great evening of family fun and holiday cheer.
Booths need to be set up by 5PM on Monday, November 29th, 2010. Event is from 6-9PM.
No table or chair is provided
No door prize required