

This form is required for each individual, business or organization (including non-profits) that will be at the event offering products, services or information to attendees. Events held on public property must complete the electrical and water information.

Event name: \_\_\_\_\_ Your name: \_\_\_\_\_

Please select one:  I represent the host organization, completing the form on behalf of the vendor/sponsor.  
 I am or represent the vendor/sponsor.

### GENERAL INFORMATION

Please select one:  Vendor  Sponsor

Business / organization name: \_\_\_\_\_

Business address: \_\_\_\_\_

Contact name: \_\_\_\_\_

Business phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_ Email: \_\_\_\_\_

On-site contact name: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Indicate what is offered to attendees or displayed at the event. Check all that apply.

products or merchandise  services  promotional display of items or information

### PRODUCTS OR MERCHANDISE - check all that apply

Products or merchandise will be:  sold  sampled / given away  displayed only, not for sale

Describe the products or merchandise: \_\_\_\_\_  
\_\_\_\_\_

### SERVICES

Describe the services offered: \_\_\_\_\_  
\_\_\_\_\_

### PROMOTIONAL DISPLAY OF ITEMS OR INFORMATION

Describe what is being promoted: \_\_\_\_\_  
\_\_\_\_\_

Additional Details: