

**June 6, 2015**

**10 AM – 5:30 PM**

**North Florida Fairgrounds**

**441 N Paul Russell Rd, Tallahassee, FL  
www.cacaainc.org (850) 222-2043 x101**



EXHIBITION VENDOR REGISTRATION

**RULES & REGULATIONS**

**1.** Booth Spaces: **Rental Fee (Electricity available by request):**

**$25 Before April 30, 2015**

**$50 May 1, 2015 until capacity is reached**

**Non-Profits are Free (please include your 501 (C)(3) designation**

**2.** Spaces are 12 feet wide by 10 feet deep. No tables or chairs are provided. Any shelters, tables or display racks must be removed no later than 6:30pm Saturday.

**3.** Canopies are welcomed and encouraged, but **MUST NOT** exceed booth space. This will be strictly enforced.

**4.** Vendors may begin assembling areas at 10:00am-6:30pm Friday, June 5, 2015 and 7:00 – 9:00am Saturday, June 6, 2015. Areas must be set up and **all service/supply vehicles removed from the vendor area by 6pm Friday and 9am Saturday.** Vehicles left in the area will be towed at the owner's expense.

**5. Exhibition vendors including non-profits will not be permitted to sell any items, these booths are for information only. Any Exhibition vendor caught selling their items will be asked to leave.**

**6. This is a rain or shine event. Only cancellations resulting from organizer’s cancellation of the event will be eligible for reimbursement of prepaid registration fees when the request is made in writing.**

**7. Any vendor who has not paid their fees prior to the event will not be allowed to set up. NO EXCEPTIONS!**

**8.** Applications accepted on a first-come, first serve basis.

**Items NOT PERMITTED by participants:**

* Alcoholic beverages of any kind.
* Anything that can be considered a weapon of any kind
* Fireworks , stink bombs, etc.
* Only Pepsi products may be consumed on Fairgrounds per contract.

**All items MUST BE APPROVED by the Southeast Regional PIGFEST Event Committee prior to setting up booth.**

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| **Southeast Regional Pigfest – June 6, 2015** *\_\_\_*\_\_\_\_\_\_\_\_\_\_\_*\_ Date Received* EXHIBITION Application Form \_\_\_\_ Approved \_\_\_\_ Unapproved |

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| NAME: |
| ADDRESS: |
| CITY: STATE: ZIP: |
| TELEPHONE: |
| EMAIL: |
| **Brief description:**. (Exhibition vendors including non-profits are not permitted to sell any items. These booths are for informational purposes only.) |
| WILL YOU BE USING A TENT? YES NO SPECIAL NEEDS: |
| DAYS OF SITE ACCESS: FRIDAY SATURDAY |
| WILL YOU REQUIRE AN ELECTRICAL CONNECTION? YES NO |
| Mail this application and ALL fees payable by check, money order, or credit card to: Non-Profits must include 501(C)(3) info.    **Capital Area Community Action Agency**  **Southeast Regional PIGFEST**  **309 Office Plaza Drive**  **Tallahassee, FL 32301**  .  **TOTAL AMOUNT SUBMITTED $\_\_\_\_\_\_\_\_\_\_\_\_\_** Participant's Agreement The undersigned agrees that he/she will be responsible for any loss or damage to his/her work during Southeast Regional PIGFEST and enclosed payment. I understand that failure to abide by the terms of this event may result in the termination of my contract and my participation in future events with Capital Area Community Action Agency.  Registration and rental fees must accompany this application. |
| PARTICIPANT’S SIGNATURE |

### CONDITIONS

The Southeast Regional PIGFEST Event Committee reserves the right to reject any application. If your application is not accepted, your money will be refunded. However, no refunds of the registration or rental fees will be made once you have been accepted as a participant. Any photographs or videos taken of your site will become the property of Capital Area Community Action Agency and may be used for promotional purposes. By signing the application, vendors agree to indemnify and hold Capital Area Community Action Agency, the Southeast Regional PIGFEST Committee, the city of Tallahassee, their employees, agents and volunteers, harmless from any and all claims made against same; including without limitation, all costs, liabilities, judgments, expenses, damages or reasonable attorneys’ fees, arising out of, or in connection with; (1) any structure erected by Vendor (2) any apparatus, equipment or personal property used by Vendor (3) any act or omission to act of Vendor its agents, invitees, participants, representatives, employees, servants, and assigns; and (4) any claims made on account or resulting from Vendors participating in the event. Any legal action concerning this contract will be conducted in the County of Tallahassee, Florida.