



MPC EVENTS

ARTS, CRAFTS, SMALL BUSINESS & FOOD TRUCK VENDOR APPLICATION

This application must be completed, signed and returned along with payment to the submittal address as soon as possible to secure space. Fee will increase to \$35 after September 18, 2017.

NAME: _____

ADDRESS: _____

CITY: _____ **STATE** _____ **ZIP** _____

DBA (Business Name): _____

HOW LONG HAVE YOU BEEN IN BUSINESS? _____

WEBSITE and/or FACEBOOK: _____

APPLICANT CONTACT (E-Mail will be the primary method of correspondence)

NAME: _____

EMAIL: _____

PHONE NUMBER(S): _____

VENDOR TYPE:

___ **ARTIST/CRAFTER (HANDMADE ITEMS)**

___ **VENDOR (IMPORT/PURCHASE ITEMS)**

___ **FOOD/TRUCK VENDORS**

PLEASE PROVIDE A DETAILED DESCRIPTION OF YOUR PRODUCT LINE. (Products not listed that duplicate another vendor's product may be subject to removal): _____



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WILL THE SPACE BE SHARED WITH ANOTHER VENDOR?

YES _____ NO _____

IF YES, OTHER PARTICIPANT(S) MUST FILL OUT A SEPARATE APPLICATION TO AVOID PRODUCT DUPLICATION. THERE IS NO ADDITIONAL CHARGE FOR MULTIPLE VENDORS IN ONE SPACE.

SPACE REQUIREMENTS: (Fee covers one 10'X10' space. Canopy and table not included):

ELECTRICITY REQUIRED (Additional \$10)? **YES _____ NO _____**

NOTE: Electricity and water hook-ups are not available to food truck vendors who will be located in the parking lot.

OTHER REQUIREMENTS? _____

LIABILITY INSURANCE? **YES _____ NO _____**

HEALTH DEPARTMENT CERTIFICATION (FOOD/TRUCK VENDORS ONLY)?

YES _____ NO _____ PERMIT # _____

EXPECTATIONS OF VENDOR: ARRIVE EARLY ENOUGH TO HAVE YOUR SPACE READY AT OPEN AND STAY UNTIL END OF EVENT. PROVIDE QUALITY PRODUCT(S) AND FAIR PRICES. ENHANCE ADVERTISING VIA YOUR CURRENT CUSTOMER LIST. CLEAN UP SPACE.

\$25 RAFFLE DONATION: _____

WHAT TO EXPECT FROM MPC EVENTS: WE ARE COMMITTED TO MAKING THIS EVENT A SUCCESS FOR ALL! WE WILL PROVIDE THE FACILITIES, ADVERTISING, AND STAFF SUPPORT.



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EACH BOX MUST BE CHECKED BEFORE SUBMITTING APPLICATION:

- I understand that I will be required to submit a raffle gift worth \$25.00 or more. Gift must be a product I sell or a gift certificate for a product I sell that can be redeemed with no cost to winner, or a commercial gift card (i.e. Starbucks).
- I agree that all information provided is true and accurate
- I have read and understand all the conditions stated for this event.
- I understand there are no refunds unless cancelled by MPC Events, no exceptions, no exchanges.
- I agree to decorate and keep my booth in a neat, orderly and professional fashion within the space provided.
- I understand and agree that no non-commercial food items will be allowed.

How did you hear of our event? _____

Signature of Applicant

Date

SUBMITTAL:

PLEASE MAIL YOUR APPLICATION ALONG WITH YOUR FEE (CHECK OR MONEY ORDER PAYABLE TO MEMORIAL PRESBYTERIAN CHURCH) TO:

Memorial Presbyterian Church
Attn: Fall Event
4141 E. Thomas Rd.
Phoenix, AZ 85018

(602) 955-4270