



PetPromise Rescue Run
Saturday, May 28, 2010 8:00 a.m. – 12:00 p.m.
McFerson Commons Park
Arena District, Columbus, OH

-VENDOR APPLICATION-

Company Name: _____

Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Cell: _____

Email Address: _____ Website Address: _____

Please describe your booth set up (photos appreciated): _____

Type of Services/Products to be sold at the event:

Single Booth Fee \$25.00: _____

I would like to reserve _____ Vendor space(s) at a total cost of \$ _____

Would you be willing to donate a raffle, silent auction, prize or doggie bag item? Yes ___ No ___

If yes, please list item(s) _____

By signing this form, I agree to hold harmless and release the PetPromise, the City of Columbus, Premier Sports, their individual members and all of their officers, agents, assigns, and employed from any and all loss, damage, liability, injuries, medical conditions, and costs or expenses as may arise, or may be caused in any way by participation in the PetPromise Rescue Run. I further understand that I assume all responsibility for any loss, damage, liability, injuries, or medical complications from participation in the PetPromise Rescue Run. I have read and understand the above conditions for participation as an Vendor, participant or otherwise in PetPromise Rescue Run event. I also acknowledge that I have reviewed the attached Vendor information.

 Authorized Signature

 Company Name

 Date

Completed vendor application and **fee must be received by Thursday May 20, 2011 to be included in the event program** or by **Wednesday, May 25, 2011** (no event program listing) and may be sent to PetPromise, c/o Amanda Moore, PO Box 21091 Columbus, OH 43221. Cash or checks are accepted and may be made payable to PetPromise. For more information contact Amanda Moore by phone at 614.738.2149 or by email at pets@petpromise.org

<i>For Office Use Only</i>	
Application accepted & approved by: _____	Date: _____
Vendor Space # _____	



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DUBLIN

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Saturday, May 28, 8:00 a.m. – 12:00 p.m.
McFerson Commons Park
Arena District, Columbus, OH

-VENDOR INFORMATION-

Please retain for your records.

1. Booth Space

- Cost: \$25.00
- Limited to a 10' x 10' space. No electricity will be available.
- **Vendors must provide their own table, chairs and canopy tent (if desired) as long as it fits in a 10' x 10' space.**
- Set up is held from 7:00 – 8:00 a.m. Tear down will begin at the close of the event at 1:00 p.m.
- Booth must be staffed at all times.
- ***In order to participate as a vendor you must be selling your product at your booth.*** (For information on sponsorship booth space, please contact Cynthia Butler Carson at 614.738.2149)
- Vendor will display merchandise so that walkways are kept clear and merchandise does not intrude on any adjacent exhibitor space.
- Devices, which produce sound, must be operated so as not to disturb other exhibitors or animals.
- Vendor understands that other Vendors with similar merchandise may also have space at the event.
- Vendor space is limited and is on a first come, first serve basis; however, PetPromise, in its sole discretion, may refuse Vendor's request for space.
- PetPromise will not be responsible to the Vendor, his employees, agents, guests or animals for any damage or injury from fire, electricity, water, storm, riot, smoke, theft or any other cause.
- PetPromise may close any concession that is not being operated in accordance with the provisions of this contract or in the best interest of the Rescue Run and its patrons.
- Priority is given to repeat vendors who have a positive relationship with PetPromise. We expect all vendors to present a clean and orderly appearance. Only a limited number of vendors of similar items will be accepted.

2. PetPromise Rescue Run General Info

- Contact information: Amanda Moore at 614.738.2149 or by email at pets@petpromise.org
- This event will be held rain or shine. Vendor space is non-refundable.

3. Vendor Responsibilities

- Vendor must obtain all permits and licenses required by the State of Ohio and Franklin County, and must pay all applicable city, county, state and federal taxes. ***For your reference, local permit information is printed on the back of this sheet.***
- Vendor gives PetPromise the right to use their name in the PetPromise Rescue Run publicity and advertising.
- Vendor will carry liability and property insurance sufficient to provide adequate coverage should an accident or damage occur at the Vendor's booth.
- Vendor will be completely set up and have all vehicles removed from the event site before 8:30 a.m. During set up, Vendors will quickly unload all materials from vehicles and move vehicles out of the designated unloading zone before setting up their booth.
- Vendors will remove all equipment, supplies and vehicles from the event site by 2:30 p.m. on Saturday, May 23, 2009. Vendor's space must be left clean with all trash removed from the site.

4. Payment Terms

- Completed Vendor application and fee ***must be received by Thursday May 20, 2011 to be included in the event program*** or by **Wednesday May 25, 2011** (no event program listing). and may be sent to PetPromise, c/o Amanda Moore, PO Box 21091 Columbus, OH 43221. Cash or checks are accepted and may be made payable to PetPromise. ***Please Note: Your Vendor space is pending receipt of confirmation from PetPromise.***

HELP US PUBLICIZE THIS EVENT! Please link to our event web site: www.RescueRun.com. Contact Amanda by phone at 614.738.2149 or by email at pets@petpromise.org if you would like flyers to help promote this unique and fun event!



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PetPromise Rescue Run May 28, 2011

Permit Contact List

Vendor

If you are unsure if you need a vendor's permit, please contact the department below.

Franklin County Auditor
Consumer Services - Licensing Section
373 S High Street - 21st Floor
Columbus, Ohio 43215
Telephone 614.462.3260
Email: consumer@franklincountyohio.gov

Food

Please contact the department below for a permit for a food concession operation.

Franklin County Board of Health

280 E. Broad Street
Columbus, OH 43215
Main Phone: (614) 462-3160
Main Fax: (614) 462-6672

Please remember that you are responsible for obtaining the proper permits for this event.