



High Point Elks Lodge

Classic Car Show

Vendor Registration Form

Saturday, September 15, 2018

Description of Event:

- Classic Car Show Oak Hollow Mall, High Point, NC
- Saturday, September 15, 2018; 10 a.m. until 3 p.m. **Rain Date September 22, 2017.**
- Free Admission to the public (donations accepted).
- Anticipated attendance 300-500
- Fund Raiser for Disabled American Veterans

Information and Requirements: *Please read carefully*

- Space fees: Without electricity **\$300.00**, with electricity **\$325.00**. Payment is due with application. **Application Deadline is August 27, 2017.**
- Space with electricity is limited and available on a first come - first served basis. 15 amps only. Vendors must provide their own heavy-duty extension cords (100 ft. minimum).
- All vendor location requests will be considered on a first come - first serve basis and honored whenever possible.
- You must provide your own tent, tables, etc....
- Please provide a detailed description of your booth items on the form (attach an additional sheet if necessary) and, if possible, attach photos of sample items.
- Food Vendor: Due to logistics of food vendor set-up, you are asked to check in between 9-10 a.m. Due to safety issues, food vendors who arrive after 8 a.m., may forfeit pre-assigned location and be assigned an alternate location.
- All other vendors must check-in between 9-10 a.m. Due to safety issues, arrivals after 10 a.m., may forfeit pre-assigned location and be assigned an alternate location. Self-contained Food Trucks must arrive by 10 a.m.
- Show Vehicles will arrive at 8 a.m. all vendors must be at their assigned areas by that time.
- Booths must be completely set-up by 10 a.m. All vendor booths remain open until 2 p.m.
- Vendors will have from 2-3 p.m. to pack-up. All vendors must be off the grounds by 3:30 p.m.
- To prevent accident or injury, any vendor wishing to leave early **MUST** notify an event official. With permission, booths that can be packed-up and "walked-out" will be allowed to do so. No vehicles will be allowed in the Car Show area before 3 p.m., without the permission.
- The vendor is responsible for leaving the vendor area in the condition that it was originally received, i.e. removal of all debris such as boxes and trash.
- Each applicant will receive a confirmation letter upon receipt of their application and a map and directions will be mailed prior to the event.
- The event will be postponed due to rain. Be prepared for wind, and heat.
- All vendor fees are non-refundable.
- All vendors are required to show proof of liability insurance and read and sign attached waiver. Please fill out vendor registration completely.
- Absolutely no unattended vehicles may be left on the grounds the night before the festival.
- Vendor Registration Forms must be return by August 27, 2017.



HIGH POINT UNIVERSITY



High Point Elks Lodge
Classic Car Show
Vendor Registration Form
 Saturday, September 15, 2018

Date received: _____
Electricity: _____

Vendor Name: _____ Contact: _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail: _____

Phone(s): _____

Type of Vendor & Description: Please indicate type and provide description, photos.

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> Business | <input type="checkbox"/> Food |
| <input type="checkbox"/> Game/Activity | <input type="checkbox"/> Art or Craft |
| <input type="checkbox"/> Non-Profit | <input type="checkbox"/> Other |

Please give a detailed description of your products/services and include a photo, if possible.

Do you require electricity? Yes _____ No _____

Proof of Insurance attached

Waiver: The High Point Elks Lodge and High Point University reserves the right to refuse any vendor application, should this occur the fee will be refunded. The Vendor shall defend, save and hold harmless the High Point Elks Lodge and High Point University, their respective officers, agents, board members, staff, volunteers, sponsors and assigns from any claims, damages, losses, liability or expense which may arise, and shall not be held responsible for any loss or damage due to fire, accident, theft, weather, acts of God, vandalism or any other loss or injury whatsoever or not specifically described herein, whether past, present or future. Exhibitors must make provisions for safeguarding their goods. Exhibitor must have replacement cost insurance for all personal property. Exhibitor assumes full liability for protecting, care and maintenance of exhibitor's property. **ANY VENDOR NOT HOLDING VALID LIABILITY INSURANCE EXHIBITS AT THEIR OWN RISK AND ASSUMES ALL LIABILITY.**

Please sign to acknowledge that you have read all of the information, rules and regulations and agree to be bound by this contract.

Signed: _____ **Date:** _____

<input type="checkbox"/> No Electricity \$300.00 <input type="checkbox"/> With Electricity \$325.00 I have enclosed a check or money order made payable to High Point Elks Lodge. RETURN COMPLETED FORM BY AUGUST 27TO: High Point Elks Lodge, 700 Old Mill Road, High Point, NC 27265
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