



Jennifer Green Foundation Presents

'Mask'erade Marketplace 2020



Vendor Booth Information

Saturday, Oct 24, 2020 Time: 9:00a - 8:00p

Sunday, Oct. 25, 2020 Time: 9:00a - 5:00p

Description of Event:

- Outdoor (covered) event at the Robertson County Fairgrounds. There are a limited number of indoor booth spaces.
- Saturday, Oct 24, 2020 Time: 9:00a-8:00p and Sunday, Oct. 25, 2020 Time: 9:00a - 5:00p
- This event was created to allow vendors from events cancelled due to COVID-19 a place to sell their product.
- The Jennifer Green Foundation was created to honor and remember Jennifer Green. Jennifer was an amazing Christian, mother, wife, daughter, sister, and friend. Anyone who ever met her loved her. She was never without a smile on her face. She also loved children and they loved her. Besides her faith and her family, she had two other passions...running and children with special needs. This event will raise money to help support local special education programs.

Information & Requirements:

- Booth Space Fees are as shown on Application
- Payment is due with application. Application deadline is Oct. 15, 2020. This is a non-juried event, first come, first serve.
- Vendors must provide your own, tent (event is under cover), extension cords, power strips, and people to man your booth.
- Tables and Folding Chairs are available for rent.
- There will be overnight security, along with secured gates overnight on Friday and Saturday.
- Vendor Check-In and Set Up:
 - Friday, October 23rd 5pm-8pm
 - Saturday, October 24th 6am-9am
- Booths must be completely set-up by 9 am on Saturday. All vendors are to remain open until Sunday at 5:00 pm. There will be no early tear downs.
- Vendors will have from 5pm-9pm to pack up booth.
- The vendor is responsible for leaving the vendor area in the condition it was originally received.
- Vendors are also asked to donate at least 1 item to the Silent Auction. (\$25 value) (Non-profits are exempt).
- All vendor fees are non-refundable.
- All vendors are responsible for collecting and reporting their own sales tax.
- **WE WILL FOLLOW ALL THE CDC RECOMMENDED GUIDELINES AT THE TIME OF EVENT**
- Vendor Registration Forms and money are due by October 15, 2020.
- Make checks payable to Jennifer Green Foundation.
- Return completed forms and payment to:
 - Jennifer Green Foundation
P.O. Box 928
Springfield, TN 37172
- Additional Contact Information:
 - Phone: 615-389-3499
 - Email address: JenniferGreenFoundation@gmail.com
 - www.jennifergreenfoundation.org



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Saturday, Oct 24, 2020 Time: 9:00a – 8:00p

Sunday, Oct. 25, 2020 Time: 9:00a – 5:00p

Vendor Name: _____ Contact Person: _____

Owner(s): _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone #: _____

Website Address: _____

Are you on Facebook? ___ Yes ___ No FB name/web address: _____

Booth Preference: _____

We cannot guarantee booth locations, but we will try to respect your request. Spots will be assigned first come first served. See attached maps for locations.

Type of Booth & Description: Please indicate type and provide description.

_____ Business _____ Art or Craft _____ Non-Profit

_____ Food _____ Other

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

Booth Size: (Please Check)

_____ 12x12 space in Barn w/ Elect. (Covered) \$35 _____ 12x24 space in Barn w/Elect (Covered) \$65

_____ 12x12 space in Stage w/o Elect (Covered) \$35 _____ Parking Lot (Uncovered) 10x20 (Parking Space) \$40

_____ 10x10 space Red Building (INDOORS) \$35 _____ 13x15 space Red Building (INDOORS) \$65

_____ Food Truck \$100 _____ 13x13 space Red Building (INDOORS) \$60

Tables and Chair Rental: (Please specify Qty)

_____ 8 ft Table - \$10 _____ 6 ft Table - \$8 _____ Folding Chair - \$5

Application and Booth fee are due by October 15, 2020

Return To:

Jennifer Green Foundation
P.O. Box 928
Springfield, TN 37172

Vendor Waiver/Contract:

This document is an agreement between _____ and The Jennifer Green Foundation.

You agree that if your application for a booth at the 'Mask'erade Marketplace is accepted; the committee will work hard to accommodate you and the needs you might have for your booth during this event.

Wherever your booth is located you are responsible for the items listed in the information and requirements on the first page of the registration form.

You acknowledge that The Jennifer Green Foundation and the Robertson County Fair Association are not responsible for acts of negligence, or the acts of third parties that may interfere with your booth. No profits or sales are guaranteed, nor are visitors to your booth guaranteed.

You acknowledge that you indemnify and hold harmless The Jennifer Green Foundation, Robertson County Fair Association, and their representatives, employees, and volunteers, for any negligence or actions on your part, including those that cause injury or harm to others, including reasonable attorney's fees and litigation costs. You will secure any insurance necessary to protect your business and/or your booth that may be required by your normal operations, or by your type of business, or in the event that someone is injured in your booth, or in the event that your business fails to meet your expectations. You will arrange for any government inspections or approvals that may be required for your booth. In any case, you will not hold The Jennifer Green Foundation or Robertson County Fair Association responsible for your booth in any way.

All that said, we hope 'Mask'erade Marketplace is a great success, and we are so thankful for your interest. We pledge to work together with you to make this a great event!

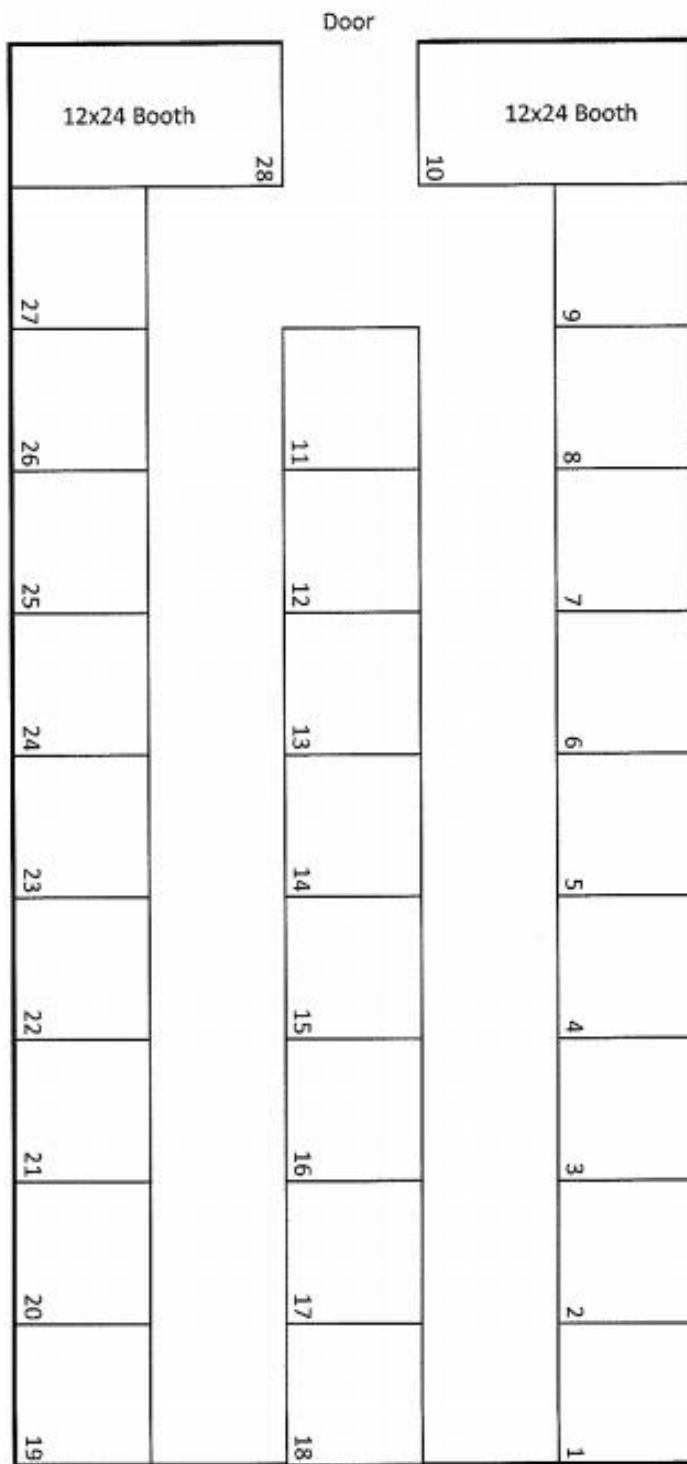
Signature: _____ Print Name: _____

Date: _____ Business Name: _____

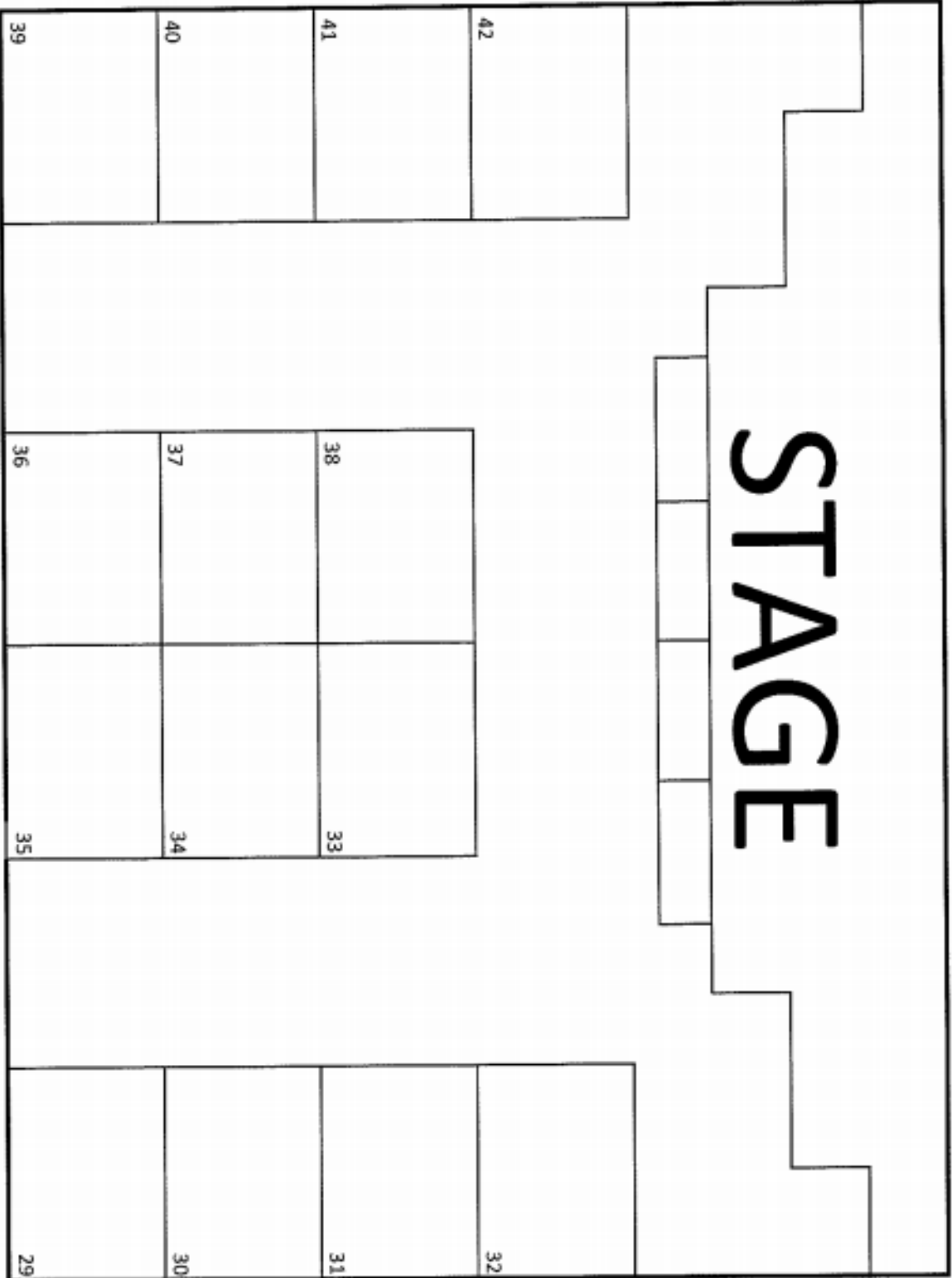


<u>For Office Use Only</u>	
Date submitted:	_____
Booth Type:	_____
Date Notified:	_____
Booth Number Assigned:	_____

Livestock Barn



STAGE



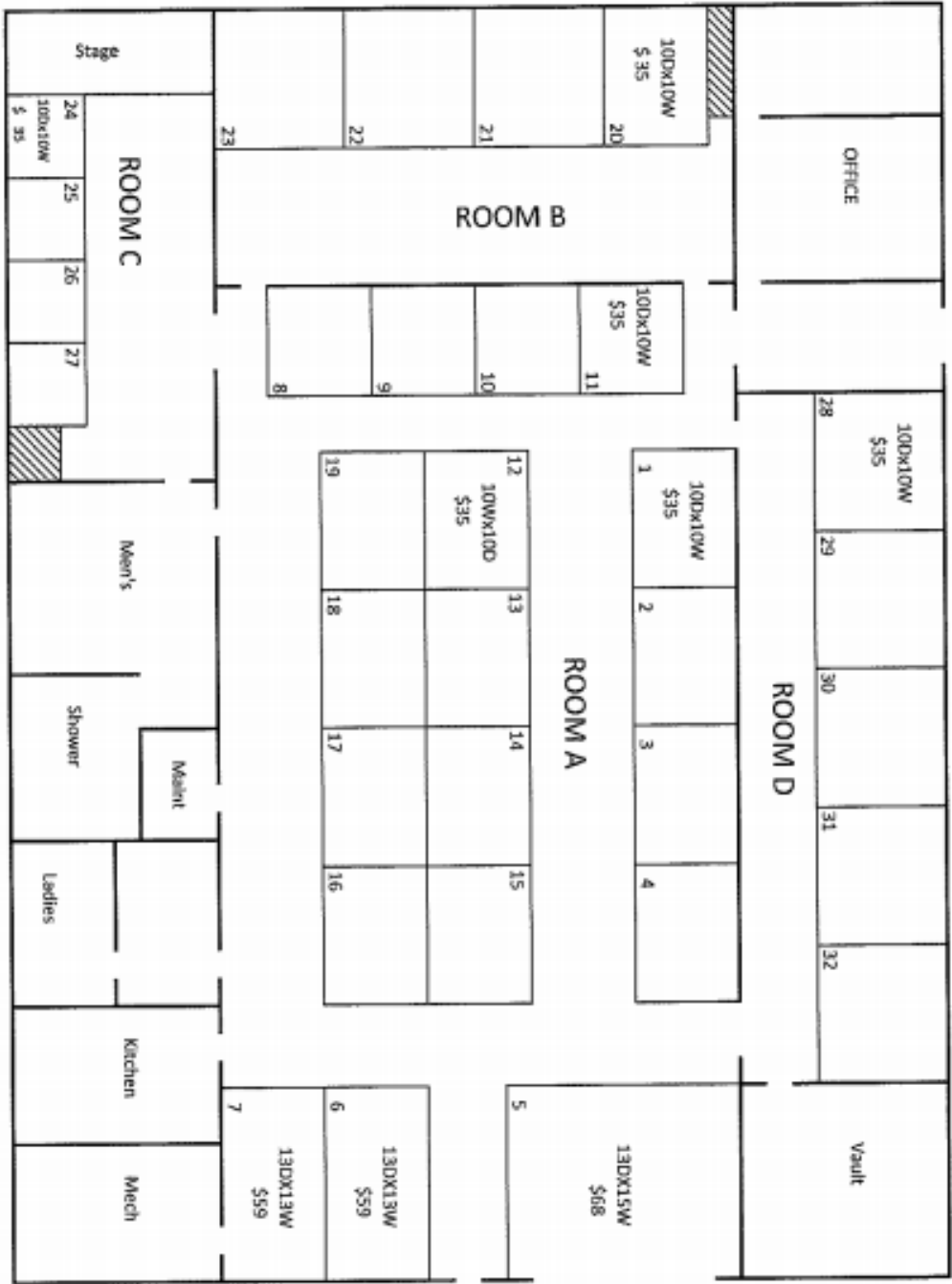


Exhibit Hall (Red Building)

Booth Marking are NOT to Scale. See labeled dimensions.

