

VENDOR REGISTRATION FORM



The Howl
Voice of America MetroPark
7850 VOA Park Drive, West Chester, OH 45069
Saturday, October 23rd, 2021
12:00 p.m. – 3:00 p.m.



(Deadline to register October 8th, 2021)

Organization/Company Name: *(PLEASE PRINT)* _____

Contact Person: _____

Phone # () _____ Email: _____

Address: _____

City, State,

Zip: _____

Description: Type of product being sold, service, or information	
Special Needs or Requests <ul style="list-style-type: none"> • 10x10 space will be provided • A table & 2 chairs will be provided upon request • Electricity, Water & Canopies <i>will not</i> be provided 	

Vendor must provide free treats to dogs AND children and a representative at your table during the event. Vendors may bring information to distribute and/or products for sale. MetroParks of Butler County will provide 1 table and 2 chairs.

Vendor Fee is \$25.00

Total Due \$ _____

Method of Payment: Check MC/VISA/AMEX/Discover (circle type) Cash (please hand deliver - do not mail)

CC# _____ Exp. Date _____ CCV Code _____

Name as it appears on the card: (please print)

Authorized Signature

Please complete and return payment no later than 10/8/2021 to:



Northern Cincinnati Foundation

8897 Cincinnati Dayton Road
West Chester, OH 45069

Attn: The Howl

**Make checks payable to Northern Cincinnati Foundation*

For questions regarding payment please contact Karen Gibbs at karen@northerncincinnati.foundation.com or call 513.874.5450 or Fax 513.874.5472

Terms of vendor application/waiver: This event is open to vendors on a space available basis. The event committee reserves the right to refuse an application to avoid duplication and non-family content and reserves the right to remove a vendor for just cause without incurring liability to that vendor for removal. In applying for a booth at this event, he/she recognizes that liability/personal insurance and fire protection are required and that the MetroParks of Butler County is not liable for any damage or other losses, including property damage or personal injury that may occur during this event. **Vendors must arrive at the park between 10:00 a.m. – 11:00 a.m. on Oct. 23, 2021** to begin set up and be ready to greet customers by the event time. **This event will occur rain or shine.** The event committee reserves the right to cancel/shorten the event should severe weather occur. A copy of this application, once approved, will be provided to vendor upon arrival to the event and serves as a permit to authorize Commercial Activity 1545.09 10a-10b for the duration of the event for approved sales of the type listed above.

No refunds can be given unless event canceled by MetroParks of Butler County.

Vendor Signature

Date

*Food Vendors for application and procedures visit the Special Events Forms at <https://www.yourmetroparks.net/about/special-event-forms>

**Non-Profit groups are permitted to solicit donations