

# VENDOR REGISTRATION FORM

## Galentine's Day

Voice of America MetroPark  
VOA Park Dr, West Chester, OH 45069  
Saturday, February 12th, 2022  
10:00 a.m. – 12:00 p.m.



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 • A table & 2 chairs will be provided	

Vendor Type	FEE	Amount Due
For Profit with Sales*	\$35.00	\$ _____
For Profit Info Booth	\$25.00	\$ _____
Non-Profit Info Booth**	\$15.00	\$ _____
	<b>Total Amount Due:</b>	<b>\$ _____</b>

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 02/01/2022 to:**

**MetroParks of Butler County**

2051 Timberman Road

Hamilton OH 45013

Attn: Cassidy Venema

*\*Make checks payable to The MetroParks of Butler County*

**For questions regarding payment please contact Cassidy Venema at [cevenema@YourMetroParks.net](mailto:cevenema@YourMetroParks.net) or call 513.867.5835**

**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 is 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 9:00 a.m. – 9:30 a.m. on February 12, 2022** 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