



Saturday in the Park PRIDE
6400 NE Highway 99, G-338
Vancouver WA 98665
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2016 VENDOR REGISTRATION - VANCOUVER USA PRIDE EVENT - WEBSITE IS [HTTP://WWW.SITPPRIDE.ORG](http://www.sitppride.org)

Thank you for your interest in becoming a Vendor for the 2017 Vancouver USA PRIDE Event to be held at Esther Short Park in Downtown Vancouver, WA. Please be aware that these are the RULES and Expectations for the PRIDE Event on July 8th, 2016. Here's the Information you need about the Day of the Event:

- Staff will be in Identifiable Shirts that say "STAFF" on them. Please be sure to follow all directions correctly. Questions may be answered at the Information Booth on the East Side of the Park.
- Enter from the North Side of the Park on 8th Street. Follow the Directions of the PERSON with the Clip Board. You will be leaving the park with your vehicle through the South Side of the park on 6th Street
- All parking is either on the streets or in the parking deck below "The View Apartments". Street parking is free on Saturday, but the parking deck below the apartment complex is not free.
- You are NOT to drive on the grass. Stay on the sidewalk and concrete paths while loading and unloading your booth. SET UP is between 8:00 AM & 9:30 AM entering from the North Side. Pylons will be placed back at 10:00 AM on 8th St.. After 9:30 AM, you will need to walk your booth into the park. At 10:00 Pylons on the South Side will be closed off. ALL VEHICLES must be removed from the park by 9:45 AM.
- No booth is to pack up before 5:30 pm which is the end of the event. NO VEHICLES will be permitted into the park before 5:30 PM. You and your team are responsible to pass this information onto any 3rd Party Set-Up and Break-Down Teams you have hired.
- Information Booth is set up earlier and is a place to go to answer questions.
- If you require electricity, please be sure to bring your longest extension cords (minimum of 25 feet and you should bring a 3 prong adaptor for each cord.) to hook up to the Electric poles where you will find the outlets. Not ALL the outlets are 3-prong ready, so bring an adaptor.
- You are responsible for all licensing required by the City, County, State, and Federal Governments. If you are a food vendor, be sure to check with the City of Vancouver's Health Department regarding any questions.

PRICING: 50 % Discount for each space if you pay before the 28th of February 28th, 2017. - \$75.00. After that time, they are \$100 for each space requested until the 1st of June when the booth pricing becomes \$150 for each space.

AVAILABILITY: Spaces and requests for specific spaces are available on First Come, First Served Basis. The sooner you get your registration form into the event chairperson, the sooner your booth assignment will be verified.

CHECK THE ATTACHED MAP TO REVIEW THE SITES, LOCATIONS AND DETERMINE WHAT YOU WOULD LIKE.

A Map is attached so you can see the potential locations and where they are located. If you have questions, please do ask.

Please send this to
Saturday in the Park PRIDE, 6400 NE Highway 99, G-338, Vancouver WA 98665
Attn: Vendor Registration

Vendor/Organization: _____

Contact Name: _____

Address: _____

City / State / ZIP: _____

Phone number: _____

Email: _____

Number of Booths requested (size 12'x12'): _____

Preferred Area of the Park: _____

Amount Sent / Enclosed : _____

If previous paid, how: _____

Special Needs: available on a first come/first served basis. NOTE: You are must supply your own tables, chairs, canopies, etc. – None of these will be supplied by the Event.

Electrical outlet _____ *Vendors must bring their own extension cords of 25 ft minimum and tape to secure the cords to the sidewalks to prevent tripping.*

Location request _____

Other _____

Type of booth: please check all that apply:

Retail _____ Informational _____ Food or Beverages (no alcohol permitted) _____

Other (please describe) _____

Please identify what you will be providing, etc. at your booth: _____

Please let us know if you require being the only vendor of your business: _____

Signature of Contact Person: _____

Your Signature states you have read over your packet and understand / know the requirements. If you are not the person who will be staffing the booth, please list the Booth Personnel and have them review this document. Thank you from the Vancouver USA PRIDE Event Committee.

Others who will be staffing the booth, please have them sign the back of this document, otherwise, it is accepted that you have informed everyone regarding the requirements and expectations.

If you would like to also enquire about SPONSORSHIP Opportunities, then please check out the SPONSORSHIP FORM also located at our website as per above. Thank you, and be sure to get your booth information in EARLY.