



GS Exhibitor's Contract

Page 1 of 2

Girl Scout Troop 3623

Arts & Crafts Fair

Saturday, October 28, 2017 (10:00AM – 5:00PM)

**Single Space in the Gym is 10'x8' on average
All displays must fit within the above dimensions
You must allow room to exit**

GS Single Space	\$20.00	x	_____	=	\$ _____
GS Single Space w/ electricity	\$25.00	x	_____	=	\$ _____
Extra Table	\$5.00	x	_____	=	\$ _____
		Deposit Fee	\$ 10.00	=	\$ 10.00
		Total Due		=	\$ _____

Exhibitor's Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Email Address: _____

Types of items you will be selling (be specific): _____

Special Needs: _____

I have read and agree to abide by the Rules and Regulations stated herewith. I, the undersigned, agree to hold harmless Girl Scout Troop 3623 and/or Girl Scouts of Eastern Washington Northern Idaho and/or Girl Scouts of the USA from any responsibility for injuries to persons or loss of life; or lost, stolen, or damage of property during the show.

Signature: _____ Date: _____

Please make checks payable to:
Girl Scouts Troop 3623
1123 E 35th Ave
Spokane, WA 99203

Credit/Debit Card Payments can be made through Square.

Contact Rachael Harding with questions at (509) 868-8341 or gstroop3623@gmail.com

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Girl Scouting build girl of courage, confidence, and character, who make the world a better place.



Page 2 of 2
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Rules and Regulations

The following rules and regulations apply to all vendors:

- 🌿 Contract deadline is **October 25, 2017**.
- 🌿 Reservations will be confirmed **October 27, 2017**.
- 🌿 First come/first serve on space assignment.
- 🌿 No refunds.
- 🌿 A fee of **\$30.00** will be charged for any returned checks.
- 🌿 ***This fair is not limited to homemade items. If selling commercial products, must have pre-approval!***
- 🌿 Most spaces will be 10'x8' on average.
- 🌿 No displays can go beyond the marked boundaries of the booth; this includes **all** tables and chairs used in the booth.
- 🌿 All exhibits must allow room to exit.
- 🌿 Exhibitors **must bring extension cords** if they have a space with electricity.
- 🌿 No food items may be offered without permission from Girl Scout Troop 3623.
- 🌿 Tax matters are the responsibility of the exhibitors. Contact the Washington State Department of Revenue for information and the temporary permits.
- 🌿 Exhibitors may only have FREE drawings or raffles.
- 🌿 Volunteers will be available to direct you to the best unloading and parking areas. Please unload as quickly as possible and **move your vehicle immediately** so others may do the same. We must ask that everyone cooperate by not blocking entrances, exits, or roadways.
- 🌿 All exhibitors must check in for space assignment.
- 🌿 Exhibitors must have someone attending their exhibit until closing both days.
- 🌿 **No animals. {Exception: Service Animals}**

Saturday: **Doors will be open at 8:00AM for set-up. Vendors must be "show ready" by 9:45AM.**

PLEASE KEEP THIS FOR YOUR RECORDS

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