

**Exhibitor's Contract**

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**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**

Single Space	\$35.00	x	_____	=	\$ _____
Single Space w/ electricity	\$40.00	x	_____	=	\$ _____
Extra Table	\$5.00	x	_____	=	\$ _____
		Deposit Fee	\$ 20.00	=	\$ 20.00
		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 35<sup>th</sup> 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.*

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**Girl Scout Troop 3623**  
**Arts & Crafts Fair**  
**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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