



MAKER'S JUNCTION

SOUTHEAST EXPO CENTER – MCALESTER, OK

Saturday October 14, 2017 9AM-6PM

Vendor Application & Contract

Name _____

Business name _____

Mailing address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Website _____

Products to be sold (please be specific) _____

Booth size requested (please circle) Commercial Vendor Space

10x10 (\$100)

10x20 (\$150)

Limited electricity is available in most booth space areas at no additional fee. You must provide your own extension cords.

And only **GAFFERS TAPE/PAINTERS TAPE** can be used to secure the cords on the floor.

NOTE: Vendor is aware that this form serves as both application and contract, this form does not guarantee space until payment has been received. Once Payment is received and processed – booth is confirmed.

DIRECT SALE VENDORS please note that spaces will not be reserved or held. Direct Sales Spaces will be allocated based on contract and payments received.

The parties to this contract are Jupiter South Productions LLC, owners of Jupiter South Makers Junction (JSMJ), (hereafter known as "Host") and _____ (name) (hereafter known as "Vendor").



The parties agree as follows:

1. Vendor has paid for their booth in full and submitted with this application to reserve booth space as requested (non-refundable). Vendor's booth fee secures reservation of booth. Each Vendor will be given (2) Passes for the event.
2. Vendor shall only sell products as generally described to JSMJ .
3. We request handmade crafts, foods, repurposed junk, home & garden
4. Vendor's booth space will be as specified according to size requested on application. No walls, surrounds, tables, etc will be provided by JSMJ. All partitions, decorations, and set up are responsibility of each vendor. Spaces will be measured and designated by JSMJ . Sharing a booth is allowed only if you notify JSMJ prior to show and additional vendor is approved. Everyone participating will need to sign the contract. Please do not share without notification. Sharing a booth without prior notification and contract of all participating will result in vendor removal from show and booth fees will be forfeited. Location of each vendor space is under the sole discretion of JSMJ. Special locations may be requested and we will do our best to accommodate your requests but final location is determined by JSMM. Vendor may upgrade to larger space anytime before set up, if spaces are available and fees have been paid relative to requested space.
5. Vendors may not tack, glue, use nails or screws or in any manner deface any part of the facility. Vendor agrees to be responsible for any damage they cause to the facility. No open flame of any kind is permitted.
6. Each vendor is responsible for their own sales and finances, including taking payments, credit card transactions, etc. JSMJ holds no responsibility for any tax liability or sales transactions for vendors. JSMJ will not be able to make change for your booth sales, so please be prepared with adequate cash.
7. Vendor hereby agrees to indemnify and hold harmless the Host against any damages, injuries, loss or claims that may arise in connection with Vendor's presence at the Event and Vendor's activities of any kind.
8. **Southeast Expo Center reserves full rights to indoor concessions. ALL FOOD/BEVERAGE Trucks will be placed outside the facility on the festival grounds. Any vendors for food and beverage to be indoors must be samples only with the products being sold in unopened/sealed bags & containers not to be considered concession items. ****ANY FOOD TRUCK VENDORS MUST HAVE APPROVED MENU BY JSMJ TO BE SET UP. ITEMS CANNOT OVERLAP WITH CONCESSION ITEMS FROM THE SOUTHEAST EXPO CENTER.******
9. Security will be provided, however, JSMJ is not responsible for vendor inventory or personal effects. It is the sole responsibility of each vendor to make sure your items are safe. Vendor agrees to not hold JSMJ responsible for any theft or damage at any time during the event and or set up/tear down, due to weather or otherwise.
10. All displays, inventory and booth set up must be completed and ready for sale by **8:00 AM** day of the event, and will not be taken down until sale ends at 6:00 pm on final day.

SET UP WILL BE FRIDAY OCT 13TH FROM 1:00PM-7:00 PM

11. Please be respectful and use common courtesy toward other vendors and their spaces. A lot of work goes into a show like this and we want everyone to have a positive experience and a good time! Please be kind, be courteous and be original. The



JSMJ holds high priority in our atmosphere, fellowship, and the energy of the event as a whole. It is very important to be supportive of fellow vendors, kind to all involved in the event, and make everyone feel welcome.

12. Vendor and JSMJ agree to promote this event to the best of their ability. All procedures, form operations, concepts, advertisements, etc. behind JSMJ are the intellectual property of JSMJ and vendor agrees to not disclose this information to anyone outside of JSMJ . No solicitation for other events during an JSMJ event unless you have prior approval.

Thank you for being a part of Jupiter South Productions. We look forward to MAKER'S JUNCTION

Total Amount Enclosed \$ _____

Signature

Printed Name

Date

This form and all information therein is the property of JSMJ and for its use only.

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**Please make checks payable to
Jupiter South Productions
Send Contract & Check To**

**426 South Main,
McAlester , OK 74501**

**Or for immediate processing, please email application
To Kelly@mcalester.net and an online invoice
For payment will be sent to you.**

