



VENDOR APPLICATION

Off Street Festival
May 27 - 29, 2023
Prescott Chamber Parking Lot
Application Deadline: April 27, 2023

FOR OFFICE USE ONLY	
Space #	# _____
Amt. Paid	\$ _____
Ca/Ck/CC	# _____
Bal. Due	\$ _____
Date Bal. Pd.	_____
Acpt. Sent	_____
Electricity	_____

FIRST/LAST NAME

BUSINESS NAME

TAX ID#

ADDRESS

CITY/STATE

ZIP CODE

PHONE

EMAIL

VEHICLE MAKE/MODEL

COLOR

LICENSE PLATE#

A copy of the SHOW PARKING PASS shall be displayed on the dashboard of all vehicles related to a booth space on the square.

EXHIBIT ITEMS: Please describe your product, art, or craft in detail. Note: Original work or resale items that you have personally enhanced are preferred. Resale items are accepted at Promoter's discretion. The Prescott Chamber of Commerce reserves the right to approve any and all items that will be sold, as well as refuse any application for any reason. All decisions made by the promoter are final. At the show, an exhibitor found displaying non-qualifying items will be asked to remove them from the booth.

Note: ONLY Prescott Chamber of Commerce and Sister City Committee may sell water or soda.

Please include: 4 photographs, minimum: 1 of Booth set-up, 2 (minimum) of items to be sold, 1 of artist creating artwork.

FEE SCHEDULE

A minimum deposit of 50% is required with application submission. The remaining balance must be paid in full 30 days prior to the show. No reminder will be sent. If you need to cancel your booth 30 days prior to the event, a full amount may be refunded, less the **\$50 Cancellation Fee**. If it is after the 30 days prior mark, you will not receive a refund and will forfeit the booth space.

Arts and Crafts are integrated. Space allocation is on a first-come, first-paid basis.

Please indicate space assignment preference: #1.....#2.....#3.....

NOTE: Only the following spaces can accommodate 15' canopies: 1, 10, 19, 28, 37. Please keep this in mind when requesting spaces. We will accommodate your preference if possible.

CHECK WHICH APPLIES	TENT SIZE	PRICE/INFO No electricity or water available at Off Street Festival
<input type="checkbox"/> VENDOR BOOTH	10 X 12	\$425
<input type="checkbox"/> FOOD VENDOR BOOTH	10 X 12	\$500
<input type="checkbox"/> PREMIUM VENDOR BOOTH	10 X 15	\$500 Limited Spaces - 1, 20, 21, 40, 41
<input type="checkbox"/> DOUBLE VENDOR BOOTH	10 X 24	\$750
<input type="checkbox"/> I would like to only pay the deposit now, and the rest later.		

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PAYMENT METHOD

Check # _____
(PAYABLE TO PRESCOTT CHAMBER OF COMMERCE)

Visa

MasterCard

American Express

Card # _____ Exp. _____ Security Code _____

Name on Card _____

Billing Address _____

Signature _____

Make check payable & mail to:
Prescott Chamber of Commerce
117 W Goodwin St • Prescott, AZ 86301

Ph. 928.445.2000
website: www.prescott.org
email: icrystal@prescott.org

* Deposits are collected at the time of application processing and are non-refundable after 30 days prior to the show.

* **A \$50.00 Cancellation Fee will be applied for any cancellations after application is accepted.**

* The final payment will be charged to this card 30 days prior to event unless otherwise specified to the Prescott Chamber of Commerce.

VENDOR LIABILITY

I, (please print your first and last name) _____ have read and agree to abide by the rules and all policies, directions, and regulations of the City of Prescott and the Prescott Chamber of Commerce, including those with my application that may be later supplemented or declared, or changes based on local, state, or federal recommendations. On behalf of myself, me heirs and executors, I hereby waive, release, hold harmless and forever discharge the City of Prescott and the Prescott Chamber of Commerce and all employees, agents, volunteers, associates and affiliates ("Released Parties") from any and all claims, actions, liabilities, costs, damages, expenses and attorneys' fees arising out of any theft, bodily injury, death, tangible or intangible property damage, public enemy or act of God, occurring in connection with the scheduled event whether caused by negligence, action or inaction, and hereby waive any right to make a claim, sue or demand thereon. I further agree to indemnify, defend, and hold harmless the "Released Parties" for any violation of the Rules or damages, attorney's fees and court costs arising from the conduct of that of my agents. I understand that any security provided is solely for the benefit of the "Released Parties" and not for the protection of my items or booth, and that any items that are unattended or left at the show site overnight remain there at my own risk. I specifically agree to be personally responsible for any charges or fines resulting from damage done to the landscaping, sprinkler system or Courthouse Plaza because of my failure to follow the Rules, including the use of stakes, tarps, etc. I also understand any of the "Released Parties" has the right to refuse service and cancel this agreement at any time without cause or warning or for violations of the Rules.

INSURANCE

Vendors must carry General Liability Insurance. \$1,000,000 occurrence, \$2,000,000 aggregate including products and complete operations. Additional named insured; Prescott Chamber of Commerce, City of Prescott, their employees, agents, and affiliations. Coverage must be on a primary and non-contributory basis and must include a waiver of subrogation in favor of the Additional Insured(s). Coverage and plans may vary. Contact your insurance agent for event insurance. All vendors must have an

Arizona Transaction Privilege Tax ID #. Contact AZ Department of Revenue.

_____ I have read and agree to the City of Prescott and Prescott Chamber of Commerce Rules & Regulations and Submission Process.

Check here if first-time vendor in Prescott Chamber of Commerce sponsored show.

SIGNATURE _____

DATE _____

MAIL TO: Prescott Chamber of Commerce, 117 W Goodwin St., Prescott, AZ 86303,
or email to Crystal@prescott.org.