

Main Street Cowboys Present

The 2018 Pendleton Main Street Show/Market

Dear Prospective Main Street Show/Market Vendor:

We invite you to apply for a craft/commercial space at the 2018 Pendleton Main Street Show/Market. Dates for this year's show are Tuesday, Sept. 11th through Saturday, Sept. 15th. Please take a moment and read the entire application process and if you have any questions please feel free to contact me. It is best to e-mail me; msc.johnny@wtechlink.us

Vendor applications should be submitted by the **1st of June 2018** a **Certificate of Insurance is due with application**. Upon acceptance, remaining payment is due by the **15th of August** and becomes **non-refundable**. Payment will be accepted only by: **cash, cashier's check, Business Check or money order**. Types of Commercial Spaces available and rates are: (Note: 20'X20' = 10'X40')

10' x 10' @ \$400

10' x 20' @ \$575

10' x 30' @ \$750

10' x 40' @ \$925

All applications go through a selection process – **NOT** first come, first served. Previous vendors do not have guarantee of acceptance or placement. Applications received by the 1st of June will be screened and submitted to the selection committee on that date, with selection completed by the 1st of July 2018. Late applications will be accepted up to the 15th of August but will incur a \$50 late fee and full payment must be submitted with application to be considered. If applicant is not accepted, the deposit amount will be refunded in full.

Main Street Cowboys reserves the right to assign vendor space locations as needed for the best fit and function. Previous vendor's requests for same locations will be considered, however, it may not be possible due to event restructuring. Vendors are hereby advised that the spaces will be assigned in the Main Street Show at our discretion and are to be considered final. Any vendor not willing to accept our terms for placement need not apply.

All applications will be reviewed and selections made based on the following criteria:

- Product balance on Main Street
- Uniqueness and appeal of product
- Attractiveness of display

The hours for the Show will be: **Set up will begin at 1:00pm on Tuesday or as arranged by the event director**

- Tuesday, September 11, 4:00 pm –9:00pm (limited show schedule due to event set up)
- Wednesday, September 12, 10:00 am –11:00pm
- Thursday, September 13, 10:00 am – Midnight
- Friday, September 14, 10:00 am – Midnight
- Saturday, September 15, 10:00 am – Midnight Teardown and **off Main Street by 2:00am, Sunday 16 September. Vendor operating hours are not mandatory, it's your business!**

Thank you for considering the 2018 Pendleton Main Street Show/Market. We look forward to your success at this event and working with you in the future.

Note: all applications received by the 1st of June and accepted will be put in a drawing for a \$200 off coupon to be applied to the outstanding payment due.

Sincerely,

Johnny Blagg
Craft/Commercial Vendor Director

MAIN STREET COWBOYS

CRAFTS/COMMERCIAL VENDOR APPLICATION

Pendleton Round-Up Week September 11 - 15, 2018 (Tuesday thru Saturday)

NOTE: This application does **NOT** guarantee space for the Main Street Show/Market. **Early Deadline:** 1 June 2018 **CERTIFICATE OF INSURANCE IS DUE WITH APPLICATION.** Upon acceptance, payment is due by the **15th of August** and becomes **non-refundable**.

Please **TYPE** or **PRINT CLEARLY**. All information must be completed or application **Will Not** be accepted. **Applications that are not legible will be rejected and/or returned.**

Company: _____
 Authorized Representative: _____
 Mailing Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Mobile: _____ Fax: _____
 E-Mail Address: _____
 Emergency Contact: _____ 24-Hour Phone: _____

<p>On the attached form, please print a complete list of ALL products you wish to display or sell. (If you are requesting more than one booth, each booth must be itemized separately.) Once permits have been issued, no product(s) may be added or removed without approval of Main Street Cowboys Directors. List brand names; include pictures and/or brochures.</p> <p>NO EXCLUSIVITY SHALL BE GRANTED!</p>	<p>List the Fairs, Shows, Festivals where you have previously exhibited: _____ _____ _____ _____</p>
<p>What spaces are you interested in? 120V supplied to all 10' x 10' @ \$400 10' x 20' @ \$575 10' x 30' @ \$750 10' x 40' @ \$925 220V 30Amp 50Amp Additional \$50 Other: _____ (price TBA)</p> <p>Reminder: Pendleton CITY LICENSE FEE not required for vendors participating on Main Street, with Permit to operate issued by Main Street Cowboys.</p>	<p style="text-align: center;"><i>I agree to abide by the rules and as specified in the permit</i></p> <p style="text-align: center;"><u>Authorized Representative Signature</u></p>
<p>OFFICE USE ONLY Date application received: _____ Deposit/Payment: _____ INSURANCE: _____ Location: _____ Space #: _____</p>	<p><i>Return by mail: Main Street Cowboys Attn: Johnny Blagg, Vendor Director P.O. Box 1002 Pendleton, OR 97801</i></p>

Main Street Cowboys ♠ P.O. Box 1002, Pendleton OR 97801 ♠ Phone 541-278-9332 Fax 541-276-3901
 E-mail: mainstreetcowboys@wtechlink.us website: www.mainstreetcowboys.org

WAIVER AND INDEMNITY AGREEMENT

The undersigned, in consideration of the privilege of participation in the Main Street Show/Market, (hereinafter the "Show"), hereby waives any claim for damages for negligence or other act or omission of the Main Street Cowboys, City of Pendleton, Oregon, or any other sponsor of the Show, and any officer, employee, agent or volunteer of said sponsors, in connection with the Show.

The undersigned further agrees to indemnify and hold harmless said organizations and persons from any and all damages or expenses relating to claims made by or on behalf of the undersigned, or any minor child, ward or other family member of the undersigned, or if the undersigned is an organization, from claims made by or on behalf of members, agents, or volunteers of the undersigned, and from any claim arising from the acts or omissions of the undersigned and minor child, ward, or any other family member of the undersigned, or if the undersigned is an organization, from such acts or omissions of any member, agent, or volunteer of such organization, related to said Show.

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I HAVE READ AND UNDERSTAND THE VENDOR REQUIREMENTS, DIRECTIONS & LIABILITIES FORM. MY BUSINESS/EMPLOYEES WILL COMPLY WITH THE ABOVE RULES. I UNDERSTAND THAT IF ANY OF THE ABOVE RULES ARE NOT FOLLOWED, I WILL BE ASKED TO LEAVE AND THAT ALL COSTS FOR DAMAGE REPAIRS (SUCH AS TO, BUT NOT LIMITED TO, THE STREETS, SIDEWALKS AND/OR LIGHT POSTS, ETC.), WILL BE MY RESPONSIBILITY.

PRINT BUSINESS NAME

AUTHORIZED APPLICANT SIGNATURE

DATE

Please return:

- * This **WAIVER AND INDEMNITY AGREEMENT**
- * Main Street Cowboys Permit to Operate Application with required deposit and insurance certificate
- * Photos or sketches of booth layout, List of items for display

****CERTIFICATE OF INSURANCE IS DUE WITH APPLICATION****

Payment will be accepted only by: **cash, cashier's check, Business Check or money order.**

Upon acceptance, payment becomes due by the 15th of August and is **non-refundable**. If applicant is **not accepted**, the payment amount will be refunded in full.

Crafts/Commercial Vendor Director: Johnny Blagg– Phone: 541-969-0732 ▪ E-mail: msc.Johnny@wtechlink.us

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