



# HOME & GARDEN SHOW APRIL 4, 2020 COMMUNITY REC CENTER

**Applications / Contract for Exhibit Space**

**HOME & GARDEN SHOW**

Please reserve the following exhibit for our use in the 2020 Community REC Center Show. In making application, we agree to exhibit under and comply with the accompanying rules and regulations printed on the reverse side of this application/contract, said rules and regulations are reference hereby made a part of this contract.

**BOOTH SPACE**

\_\_\_\_\_ 10' X 10' Indoor Booth at \$195.00 \$ \_\_\_\_\_  
\_\_\_\_\_ Additional Booth(s) Space at \$100.00 \$ \_\_\_\_\_

**Total Exhibit Space Cost** ..... \$ \_\_\_\_\_

Electric \_\_\_\_\_ \$5.00 \$ \_\_\_\_\_  
Table \_\_\_\_\_ \$9.00 \$ \_\_\_\_\_  
Chairs \_\_\_\_\_ \$2.00 \$ \_\_\_\_\_  
Linens \_\_\_\_\_ \$5.00 \$ \_\_\_\_\_

**Total Cost** ..... \$ \_\_\_\_\_

**Check Payable To:** Community REC Center Credit Card Via Phone  
2501 Pierce Ave  
Marinette, WI 54143  
Phone: (715)732-5162  
  
mebsch@marinette.wi.us Payment Attached \$ \_\_\_\_\_

**Space will be assigned in order of receipt of application and payment.  
Please print clearly they type of products and/or services you will exhibit; include brand names.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Company Name (as it will appear in printed material):** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_  
**Authorized Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_  
**Show Contact:** \_\_\_\_\_

## **Regulations for All Contractors, Vendors and Assignees**

1. Anyone who wishes to participate at the Community REC Center MUST follow all registration protocols. This also includes businesses and organizations that provide “non-sale” promotional marketing, advocacy groups like petitioning, and any persons interested in setting up a table or taking space inside the Show. No exceptions.
2. Vendors must enter the Show between the allotted times that will be sent a week prior to the show. NO ENTRANCE AFTER 8:30 AM. Being late could prevent you from selling at that Show. Vendors must remain in the Market from 9:00 AM to 3:00 PM. Vehicle traffic is not allowed within the area between 8:30 AM and 3:00 PM. Leaving early could result in a fine or lockout of future markets. Vendors needing to leave prior to 3:00 PM must first alert management from the Information Booth.
3. Vendors must stay within their designated selling area defined by the stall numbers. Do not exceed beyond the identified lines and stay behind the numbers in the front of the selling area.
4. Vendors are responsible for securing canopies, tents, umbrellas, etc. and merchandise in the event of wind or natural disaster (if event is outside).
5. “Pack It In, Pack It Out”: Take all of your garbage, trash, recyclables, boxes, packaging, and unsold items with you at the end of your selling day.
6. Vendors are responsible for obtaining a Seller’s Permit if required. Check with the Wisconsin State Department of Revenue for rules and regulations pertaining to selling of goods and services.
7. Do not sell or attempt to sell, market, advertise, give away, or have in your possession: pets, illegal drugs or drug paraphernalia, medicines, nutritional supplements, alcohol, food, beverages, polystyrene foam disposable food service ware including cups and food containers, candy, stolen property, poppers, fireworks, firearms, weapons, switchblades, fixed blades of 2 1/2 inches or more, and/or any other illegal items. The City of Marinette Community REC Center reserves the right to determine restricted and or offensive merchandise.
8. Vendor Code of Conduct: Physical or verbal threats or abuse, obscene, libelous or slanderous conduct, disruptive behavior, willful disobedience, profanity, vulgarity, open and persistent defiance of authority, or the persistent abuse of City of Marinette Community REC Center personnel will not be tolerated and may result in immediate and permanent expulsion from the Show.
9. The City of Marinette and the Community REC Center reserves the right to deny anyone the opportunity to sell at the Show.
10. No dogs or other pets allowed (except for service animals.)
11. REFUND POLICY – No Refunds.
12. Use of tables, chairs, equipment, carts, etc. All must not damage floor. Protection of the Community REC Center flooring by using cushioned feet on equipment must be used.

**Violation of any of these regulations may result in fines, removal of vendor, refusal to allow reentry, denial of further use of the Community REC Center’s Regulations are subject to change without notice.**