



Vendor Packet

June 11, 2022

9:00 am – 3:00 pm

General Rules & Guidelines

I. Entry to the Market

- a. Arts, crafts and boutique vendors are welcomed. Booth pricing: \$100.
- b. All booth spaces are 10x10. For additional space (10x20), an additional \$25 will be charged. No booth space will be reserved until payment is received.
- c. Food vendors are required to follow all State and Federal Laws concerning the handling, preparation and distribution of all products.
- d. After your application has been reviewed and payment has been received, you will receive an email notifying you of your acceptance or denial into the conference. The conference map indicating booth space number will be sent to you the Thursday prior to the conference. Applications will be reviewed on a first come, first serve basis. Please note that Conference Manager reserves the right to limit the number of vendors per category (example: jewelry, candles, art work, etc.)

II. Procedure of Market

- a. Vendors can setup as early as 8:00 am. Please make sure someone is watching your booth at all times. We are not responsible for lost or stolen items.
- b. Vendors should unload merchandise, move their vehicle and then set up their booth. All setup must be completed and vendors must be ready for business at 9:00 am. All vendors are required to remain until 3:00 pm.
- c. All vendors are responsible for collecting their own sales tax at the conference.
- d. Displays are to be designed and maintained in a manner that gives a thoughtful, clean and eye appealing presentation of not only seller's business but also the Conference as a whole.
- g. Vendors will be responsible for maintaining the cleanliness of their selling areas. All tables must be covered with a tablecloth (plastic or cloth).

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III. Acceptance of Market

- a. A vendor application must be on file before the conference. All paperwork and payments are due on May 31st.
- b. All vendors must exhibit and sell only arts, crafts, and food entered on the application. Additional items must be approved prior to the conference.
- c. It is not permissible to share your booth with another vendor or to sell other person's merchandise out of your booth.
- d. One tables and 2 chairs will be provided per vendor.
- e. No refunds on booth fees.

IV. Regulations

- a. Sellers are expected to wear proper attire during conference hours including shirts and shoes.
- b. Vendors are expected to treat each other, staff, customers, officials and Conference Manager with respect. Any complaints about other sellers should be made to the Conference Manager.
- c. Vendors and their representatives shall conduct themselves in a safe and courteous manner. Any language or behavior considered to be harmful to the normal operation of the Market will be grounds for dismissal from the conference. Consumption of alcoholic beverages, illegal drugs and other behavior modifying substances is forbidden. No music can be played from radios or similar devices during market hours unless approved by Conference Manager.
- d. Firearms, alcohol, drugs and cigarettes are strictly forbidden. No shouting or barking to promote products is allowed.

General Rules & Guidelines

V. Incompatible Activities

a. The following activities are prohibited within the Conference: campaigning for or against any electoral candidate or ballot measure; campaigning for election to any public office; circulating an initiative or referendum petition; unauthorized solicitation; and commercial photography or videotaping. For purposes of this prohibition, “unauthorized solicitation” means solicitation that is unrelated to the Market, is not conducted from an authorized selling space or both. These prohibitions do not preclude any person or organization from conducting these activities during Market hours on other public property adjacent to the Market. Violation of these prohibitions may result in expulsion from the conference for the remainder of that day.

VI. Photo Release

a. Vendors at the Live Empowerment Movement may appear in pictures taken for publication by Live Empowerment Movement or Brown Baptist employees, members or the general public. By signing the application, vendors agree to have themselves or their products photographed and printed in publications or posted on affiliated websites and social media outlets.

PLEASE NOTE: These guidelines have been developed in the best interest of the vendors and the buying public. They are for your protection and ours to maintain a high quality conference that everyone will want to continue to attend and participate in.

Vendor Application

Name of Business: _____

Contact Person: _____

Phone: _____ Alternate Phone: _____

Email: _____

Facebook: _____ Website: _____

Vendor Space Requested:

- ☐ Arts/Crafts/Food – FREE (10x10)
- ☐ Enlarged Space – \$25 (10x20)

Total Amount Submitted: \$ _____

We accept cash, checks and money orders payable to Live Empowerment Movement.

I request permission to sell at the Live Empowerment Movement. I agree that all items I bring will be handmade by me or I have gotten permission to sell. I agree to comply with the General Guidelines and Rules and/or state laws or codes.

Signature

Date

Checklist:

- ☐ Completed Application with Payment
- ☐ Hold Harmless Agreement
- ☐ Product Worksheet

Vendor Product Worksheet

Please list the items you would like to sell at the Live Empowerment Movement. Products not specified by this agreement can be added at a later date with approval.

[illegible]

Hold Harmless Agreement

I, Owner of _____ whose address is _____ "hereinafter as "Seller", in consideration of being provided selling space at the Live Empowerment Movement (hosted by Kingdom Trailblazers LLC) agrees to the following terms and conditions:

1. Seller shall indemnify, defend, and hold harmless Kingdom Trailblazers and the Brown Baptist Church, it's employees and volunteers from and against any and all loss, damages, liability, claims, suits, costs and expenses, whatsoever, including reasonable attorneys' fees arising from or in any manner connected to the willful misconduct or to the passively or actively negligent acts, errors, or omissions of Seller, it's employees, and volunteers, in connection with Seller's participation in the Live Empowerment Movement and in the performance of services, work or activities under this agreement and Live Empowerment Movement General Rules & Guidelines.

2. Seller acknowledges receipt of and agrees to comply with each and every rule, regulation, procedure, term and condition set forth in the Live Empowerment Movement.

This agreement is implemented this day of _____, 2022

Owners Name (print): _____

Owners Signature: _____



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