



Dear Vendor,

Mid-Maryland Petaplooza is a coalition of non-profit 501(c)3 animal welfare organizations that have joined together to help animals in need. The coalition consists of The Frederick County Humane Society, Friends For Life Cat Rescue and Tip Me Frederick.

We are hosting our third annual Mid-Maryland Petaplooza Expo on Saturday, April 27, 2019 from 10am until 4pm at The Eventplex located at the Frederick Fairgrounds. The pet expo is fundraiser that increases the awareness of pet organizations, rescues, and pet related businesses. It is a fun-filled day with the opportunity for animal lovers to view, purchase, adopt and explore animal services/companies in the surrounding area in one location.

In 2018, we had over 2,000 attendees and we are anticipating that we will exceed that number for this year. Last year we raised over \$5,000 to benefit our animal welfare organizations. Guests enjoyed animal demonstrations, discussions, food vendors and interacted with businesses throughout the day.

It is our hope that you will consider being a part of our Petaplooza this year and support us in raising even more funds this year. The Mid-Maryland Petaplooza is a great opportunity to put yourself in front of a target audience that may not otherwise know of your business and services.

Thank you for considering participating as a vendor at the Mid-Maryland Petaplooza Pet Expo!

Mid-Maryland Petaplooza Planning Team

# VENDOR APPLICATION & AGREEMENT

Company/Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Web Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Short Description of Booth/Services Offered: \_\_\_\_\_

Special Requirements: \_\_\_\_\_

Sales Tax ID # or Non-profit #: \_\_\_\_\_

Vendor Type:  Retail  Food  Rescue  Other \_\_\_\_\_

\* By completing and signing this agreement, I acknowledge that I have read and understand the vendor rules and regulations.

## VENDOR PAYMENT INFORMATION:

Check enclosed (made payable to Mid-Maryland Petapalooza)

Please charge the following credit card in the amount of **\$ 125.00**

Visa  MasterCard  Discover

Please return this form with payment to:

Mid-Maryland Petapalooza , P.O. Box 3185, Frederick, Maryland 21705-3185

Attn: MMP

Acct #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ V Code: \_\_\_\_\_

Signature \_\_\_\_\_

I authorize Mid-Maryland Petapalooza to charge the agreed amount listed above to my credit card listed herein. I agree that I will pay for this purchase in accordance with the issuing bank cardholder agreement.

# VENDOR RULES & REGULATIONS

1. The vendor understands that they will be provided with a dedicated 10'x10' space.
2. The vendor agrees that no display may be dismantled, or goods removed before 4:00pm
3. Vendors who prepare, sell or giveaway food and beverages will require a permit from Frederick County Dept. of Health and Human Services (MMP or the Fairgrounds will not be responsible for obtaining/paying for any required permits). The vendor further agrees to hold MMP and the Fairgrounds harmless for any and all damages, fines and/or penalties incurred as a result of a food and/or beverage vendor's failure to comply with all Frederick County Dept. of Health and Human Services regulations.
4. The vendor is prohibited from using "MMP" logo for any purpose without the express written permission of MMP
5. Neither MMP nor the Fairgrounds shall be held liable for any damages, whether direct, indirect, general, special, consequential, punitive, or otherwise to the vendor, its products or exhibit, its agents, employees and visitors, its exhibit whether occasioned by MMP or the Frederick Fairground or either of their agents, volunteers, or employees, or by another vendor, and its agents and employees.
6. The vendor understands that no refunds will be issued for any circumstances.
7. The vendor understands that the exit doors and electric panels are not to be blocked at any time with curtains, barriers, equipment or vendor booth.
8. The vendor is responsible for cleanup of the areas used immediately following the event.
9. The use of tape, nails, staples or any other items adhering to the walls, floors, or ceiling is prohibited.
10. No electrical cords/wires can be exposed, all cords must be secure.
11. No alcohol is permitted on the complex.
12. All trash is to be emptied in designated waste receptacles and recyclables are to be deposited in the appropriate blue recycling bins. All fire lanes are to be observed at all times.
13. **Food vendors** must submit a full menu and prices along with their application.
14. **Non-Profit** must submit a copy of their 501(c)3 letter or 990 tax form along with their application (\$75 booth fee).
15. Sales Tax Id#: The State of Maryland requires any person selling used or new products to charge 6% sales tax and have a Maryland tax number. If a temporary Maryland sales tax license number is needed, one can be obtained by calling the Comptroller of Maryland at 888-615-0369. License is good for 30 days.

I understand that any violation of any part of this agreement shall, at the election of The Eventplex at the Frederick Fairgrounds and/or MMP, result in the revocation and forfeiture of all rights and privileges, present and or future, granted by the Eventplex at the Frederick Fairgrounds and/or MMP to the vendor, and in the event of such breach by the vendor and the election by The Eventplex at the Frederick Fairgrounds and/or MMP, all sums paid by the vendor to MMP shall be forfeited to MMP as liquidated damages.

I understand that I will not hold the Eventplex at the Frederick Fairgrounds and/or MMP responsible if I do not make a profit. I am responsible for providing all items necessary for my booth operation. I hereby release The Eventplex at the Frederick Fairgrounds and the MMP from all responsibility for theft or damage to any items involved with my booth.

I \_\_\_\_\_, an authorized agent of \_\_\_\_\_  
acknowledge and agree to the above vendor rules.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_