



3rd Annual
Charlotte County Non-Profit Fall Extravaganza
 Saturday, October 28, 2017
 10am to 5pm



2017 Participant Contract & Guidelines

PLEASE PRINT

Name of Organization or Company: _____
 Website: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Contact person: _____
 Email: _____
 Phone: _____ Fax: _____
 Items to be exhibited (Please be specific): _____

*** Please read all Exhibitor Guidelines on the reverse side of this contract ***

Participant Spaces:

Option A: # _____ Non-Profit Organization, No Charge **Option B: # _____ For-Profit Organization, \$50.00**
Non-profits must enclose verification documentation

Optional Additional Fees:

Inside Space w/AC (\$20.00) _____ Yes _____ No
 Will you require electricity? (\$10.00 Fee) _____ Yes _____ No
 8' Tables: # _____ @ \$10.00 Each Folding Chairs: # _____ @ \$1.00 Each
 10' x 10' Canopy: # _____ @ \$100.00 Each

TOTAL AMOUNT ENCLOSED: \$ _____

Send Completed Contract and Fees to:

Port Charlotte United Methodist Church
 21075 Quesada Avenue
 Port Charlotte, Florida 33952

By my signature below, I hereby agree to all the terms of this contract
 and certify that I have read and agree to the guidelines set forth.

SIGNATURE: _____ DATE: _____



Guidelines for Exhibitors

Location Information: Spaces will be assigned in the order in which the signed contracts and fees are received. Final location assignment rests with Port Charlotte United Methodist Church. Confirmation of this agreement will be sent to you along with general show information.

Setup Information: Set-up will begin at 7:00 am on Saturday, October 28, 2017. Volunteers will be available to help set up and assist in whatever way possible.

Operation Hours: Exhibitors are expected to be at their tables during all show hours and agree not to remove merchandise until after the closing hour of 5 pm.

Displays: Promotion of your product must not infringe upon other exhibitors. Therefore, displays must be limited to your space only.

Merchandise Restrictions: No guns or ammunition will be displayed or sold. No cigarettes including e-cigarettes will be displayed or sold. Anything that might be considered a "weapon" (knives, etc.) is not to be sold to children unless accompanied by parent. Merchandise that would be classified as "adult" in nature (vulgarity, nudity, etc.) is not to be displayed. The aim is to keep this a wholesome family event. Port Charlotte United Methodist Church reserves the right to regulate the merchandise sold and/or displayed at its annual Non-Profit Exposition. Merchandise that is deemed offensive, either to the public or to Port Charlotte United Methodist Church, will be required to be removed from the fairgrounds. Any vendor who willfully fails to comply with the request will be removed from the event without a refund.

Taxes: All exhibitors are responsible for calculation and payment of all taxes applicable to all sales. Port Charlotte United Methodist Church assumes no responsibility for taxes.

Raffles: Raffle tickets may be sold. However, there will be no solicitation in the aisles, and the tickets shall not indicate in any way that the raffle is sponsored by Port Charlotte United Methodist Church.

Smoking: Smoking will not be permitted inside the building or in the children's play area.

Security: Security guards will not be provided and Port Charlotte United Methodist Church will not be responsible for your merchandise at any time.

ALCOHOL: ALCOHOLIC BEVERAGES ARE NOT ALLOWED. VIOLATION MAY RESULT IN IMMEDIATE REMOVAL WITHOUT REFUND.

Changes: Port Charlotte United Methodist Church reserves the right to alter or change any of the above guidelines in the best interest of the Non-Profit Exposition.

Participant Waiver: In consideration of the acceptance of this contract, I understand that Port Charlotte United Methodist Church exercises a HOLD HARMLESS POLICY during all sponsored functions. I hereby release Port Charlotte United Methodist Church from any and all claims which may arise out of accident or injury while participating in the Non-Profit Exposition.

Refunds: A refund will be granted on or before October 15, 2017, less a \$25.00 processing fee. No refunds will be allowed after October 15, 2017.

VIOLATION OF THESE GUIDELINES MAY RESULT IN REMOVAL FROM THIS AND FUTURE EXPOSITIONS