

Home for the Holidays 2024

VENDOR APPLICATION

Please submit this form by 11:59 p.m. on Sunday, October 27, 2024. Please submit only one application, either by applying online, by emailing a copy of this form to herundma@mtu.edu, or by mailing a paper copy to Attn: Hannah Rundman, R0Z 106, 1400 Townsend Drive, Houghton, MI 49931. **At least 3 images of example items must be included in the application.**

Contact Name _____ Booth Name _____
E-mail _____ Phone _____
Facebook Name _____ Instagram @ _____
Website/Etsy _____ Mailing Address _____
City _____ State _____ Zip Code _____

PRODUCT(S)

Full description for the product(s) you will exhibit: _____

BOOTH OPTIONS *Circle Booth Type:* 10' x 10' Lobby Booth \$95 10' x 10' Mezzanine Booth \$80

Indicate quantity: ___ FREE 6' Rectangle table ___ FREE 5' Round table ___ FREE Chairs
 ___ \$10/ea. Black linen YES / NO - Electrical Outlet Access

Booth Notes: _____

TERMS

- **Occupancy:** Vendor agrees that their booth be open and continuously attended from 9:45am - 3pm.
- **Set-Up/Tear-Down:** Vendors are responsible for event day set-up from 7am-9:45am and for tear-down from 3pm-5pm. Vendors are responsible for bringing their booth's equipment and supplies.
- **Liability:** The Rozsa Center for the Performing Arts and Michigan Technological University are not responsible for any injury, loss or damage that may occur to the Vendor or the Vendor employees or property from any cause whatsoever. The Vendor, upon signing the contract, expressly releases the aforementioned from any and all claims such as loss, damage, or injury.
- **Masking:** If the University or government entities require masking indoors at the time of the event, masks must be worn over the nose and mouth while indoors and on-site for the market.
- **Payments:** Please refrain from submitting payment until you have been accepted as a 2024 Market Vendor. Payment methods, instructions, and deadlines will be communicated upon market acceptance.
- **Cancellations:** Cancellations received after Nov. 15, 2024 will not be refunded.

I have read and agree to the terms of this application and the Vendor Packet rules and regulations. I understand that broken agreements may result in disqualification from future markets.

Signature _____

Date _____