



Application for Vendors Botanical Bazaar 2012

The Miami Beach Botanical Garden is currently accepting applications for this year's Botanical Bazaar, **December 16, 2012**. Our goal is to provide customers with a diverse selection of merchandise through qualified and efficient vendors. If you would like to be considered as a vendor for this year, please submit the completed application below through email to membership@mbgarden.org no later than the **deadline of November 25, 2012**.

Business Name:		
Name:		
Mailing Address:		
City:	State:	Zip:
Cell Phone:	Home Phone:	
Email:	Website:	

- Please add my email to the Garden mailing list for event notifications
- Please share my contact info with others seeking vendors for various events

Please initial all boxes to indicate you understand and agree:

<input type="checkbox"/>	I understand my space rental fee cannot be refunded after Dec. 9, 2012
<input type="checkbox"/>	I understand the Garden makes no sales guarantees
<input type="checkbox"/>	I understand the Garden does not carry insurance to cover my personal property and that I store equipment at my own risk
<input type="checkbox"/>	I understand the Garden will determine my booth's location
<input type="checkbox"/>	I understand my booth must remain open for the entire duration of the bazaar. The event goes on rain or shine and all vendors are expected to be open between the hours of 10 a.m. and 3 p.m. unless notified otherwise
<input type="checkbox"/>	I understand I must restrict all activities to my booth space (a 10x10 area)
<input type="checkbox"/>	I understand in the event of a dispute, the decision of the Garden will be accepted as final
<input type="checkbox"/>	I understand all outdoor vendors must provide their own tents if not purchasing a space with a tent provided by the Garden.

Vendor Fees and Responsibilities:

The fee schedule for vendors at the Bazaar is below. Check next to your choice:

- \$75 Outside space, no tent provided (You must provide your own tent)
 \$100..... Outside space, with tent provided
 \$150..... Inside space

Additional options:

- \$20 Guaranteed access to power
 \$8 x Each additional table
 \$5 x Each additional chair
 \$50 Late fee after 12/9 – if space available

Fees must be paid by **December 9, 2012** in order to reserve your space as a vendor.

Payment method (circle): Check # _____ Visa Mastercard Amex
Please print clearly – illegible application will not be processed

Name on card: _____

Amount: _____

Account #: _____

Exp. Date: _____ CSC #: _____

Billing Address (if same as mailing address above write same):

Vendors are allowed to set up starting at 9 a.m. when the Garden opens. If you feel you will need more time or would like to see if space is available to store equipment at the Garden the day before, please call ahead. Tables and chairs are available to those who need them, though you are encouraged to bring your own furniture and tents. Tents anchored to the ground with spikes that will cause damage to the lawn are not allowed. Vendors should keep their booth areas free of trash and debris, and should furnish sufficient change for their sales transactions. The Garden cannot provide change to vendors. The Garden has several outdoor outlets available for those who wish to bring credit card machines available on a first-come first-serve basis. Please come supplied with your own extension cables.

Vendor Item Manifest:

Please list all items you plan to sell at the Bazaar. Items not listed cannot be approved and will not be allowed. If you are selling plants please indicate what family or species.

If you are a returning vendor from a previous year, are there any problems or issues you would like to see addressed this year?

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Are there any additional details about your booth set-up or business you would like us to know? If you would like any logos included in the Bazaar's promotional materials, please include them along with this application in a JPG, TIF, PNG or GIF format of at least 1.5 MB.

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I, the undersigned, hereby release and agree to hold harmless the Miami Beach Botanical Garden and the producers of the **2012 Botanical Bazaar** from any damage to my property or any personal injury which I or my helpers may sustain while participating in the **2012 Botanical Bazaar**. Further, I agree to abide by the guidelines for participation listed above. I understand that failure to follow these regulations may subject my business to disregard in future Botanical Bazaars.

Signed: _____ Date: _____