



OFFICIAL VENDOR APPLICATION

November 4, 2016

Dear Vendor,

On behalf of the Bernese Mountain Dog Club of America, Inc. (BMDCA), we would like to take this opportunity to thank you for your expressed interest in participating as a vendor at our 2017 National Specialty Show! The event will be held at the Holiday Inn Portland-Airport from April 24 through April 29, 2017.

Don't wait to be a part of the BMDCA's exciting 2017 National Specialty Show! If you remain interested in being a vendor at our Specialty, please complete and return the enclosed contract with payment as soon as possible, **as space is limited on a first-come, first-served basis**. We have approximately 23 vendor spaces, so a prompt response will help ensure your presence. Once we have received your contract and payment, we will send a confirmation packet that will include your load-in time, visitor accommodations, maps, and a receipt for payment. If we receive your contract and payment after all the spaces are assigned, we will start a wait list in case of cancellation.

Payment in full/receipt of your signed Vendor Application is due by February 28, 2017.

After that date, we will assume that you are no longer interested and move on to the next vendor on our wait list.

If you have any questions about the vendor application, please contact me by phone at 703-340-5069 or jezekm@msn.com. For information about the Specialty site and area accommodations, please visit our website at <http://www.bmdca.org/specialty/2017/index.php>

Sincerely,

Margaret Jezek
BMDCA National Specialty Vendor Chair

**The Bernese Mountain Dog Club of America, Inc.
2017 National Specialty Show – Vendor Application**

The undersigned Company/Organization does hereby make application to participate as a vendor at the Bernese Mountain Dog Club of America, Inc. 2017 National Specialty Show being held at the Holiday Inn Portland-Airport, Portland, Oregon from April 24 through April 29, 2017.

This application will be a binding contract when accepted by the Bernese Mountain Dog Club of America, Inc. 2017 National Specialty Show (2017 BMDCA National Specialty). Acceptance of contract is reflected by deposit of check for booth space. It is understood that specific booths will be available based upon a **FIRST COME, FIRST PAID** system. **All vendors accepted agree to donate one raffle item worth at least \$40.00 no later than the time of arrival for set up. Please tag your item with your business name for proper identification.**

COMPANY OR GROUP NAME: _____

(Please include a current business card)

CONTACT NAME & E-MAIL: _____

CONTACT ADDRESS: _____

CONTACT WEBSITE: _____

PRODUCT / SERVICE DESCRIPTION: _____

Registration fee includes one 6' table and two chairs. All spaces will be located indoors at the Conference Center.

(Check appropriate booth size and additional options)

10' x 10' Commercial Vendor Space for 6 days @ \$300.00 week beginning April 24 through April 29. Second space \$275.00. Your booth must stay within the boundaries of your space. If you need more space, you must pay for more space.

10' x 10' Regional Club Space @ \$150/week.

Electrical is included on an as needed basis, but you must bring your own extension cords. More information will be coming about this issue. Please stay tuned.

Check here if you need electric

_____ Additional 6' Table(s) @ \$7/week per table; additional chairs are \$2/week /chair.

Total Registration Fee Due/Paid: _____ Checks payable to BMDCA 2017.

Send application and check to:

Margaret Jezek

6052 E. 24th Ave.

Bellingham, WA 98226

Booth Space: Vendor subscribes for booth space at the 2017 BMDCA National Specialty to be held at the Holiday Inn Portland-Airport, April 24 through April 29. The 2017 BMDCA National Specialty reserves the right to assign, designate, or change booth locations. Furthermore, the 2017 BMDCA National Specialty reserves the right to reject any applicant or vendor and will refund the amount he/she has paid for space.

Set Up: Set up begins at 9:00 on Monday, April 24, 2017.

Payment: Payment in full for vendor's booth space shall accompany this signed Vendor Agreement and must be received by Margaret Jezek, Vendor Chair no later than February 28, 2017 to hold booth space reservation.

Hours of Operation: Hours of show are Monday, April 24 through Saturday, April 29, 2017. The Conference Center will be open from 6:00 a.m. to 10:00 p.m. Directions for move-in and set-up will be sent under separate cover closer to the Specialty.

Site Rules: Vendor agrees to abide by all rules set forth by the 2017 BMDCA National Specialty and the Holiday Inn Portland-Airport (rules will be provided with vendor confirmation).

Tax Liability: Vendor agrees to comply with all applicable municipal, provincial and federal government laws and regulations, and assumes all liability for and undertakes promptly to pay all taxes, if any, which are assessed against either the Bernese Mountain Dog Club of America, Inc. or the Holiday Inn Portland-Airport in respect of the space occupied or the use to which the space is used.

Interference Prohibited: Excessive noise, bothersome lighting or other use by vendor that interferes with the exhibition space used by other vendors is prohibited, as is the creation or maintenance by vendor of any dangerous or hazardous condition or situation. The aisles belong to the Show. Neither vendor nor advertising material shall protrude into the aisles. Both shall not

exceed 8 feet in height without Vendor Chair approval. No roaming for sales purposes is allowed outside of booth space.

Services Not Provided: The 2017 BMDCA National Specialty does not provide equipment, decoration, labor carpenters, storage for exhibit materials, special lighting, gas, power, water supply or other related services. Vendor must make all arrangements for these items, and vendor shall defend, indemnify and hold harmless the Bernese Mountain Dog Club of America, Inc. and its 2017 National Specialty or its agents and all known affiliates and the Holiday Inn Portland-Airport or its agents for any and all claims, losses, damages, injuries or other charges that may occur from such arrangements made by vendor.

Security Services: The 2017 BMDCA National Specialty will provide overnight security services the nights of April 24 through 29 by ensuring the building is locked at night. The Bernese Mountain Dog Club of America, Inc. and its 2017 National Specialty will not be responsible for losses whether or not security is provided.

Insurance Not Provided: Vendor acknowledges the 2017 BMDCA National Specialty provides no insurance covering vendor's property. It is vendor's sole responsibility to obtain interruption, property damage, personal injury, vandalism, theft and any other insurance it may need to cover any losses it may suffer at the 2017 BMDCA National Specialty. Vendor agrees that the BMDCA will not be responsible to the Vendor for any losses suffered by Vendor.

Indemnification: Vendor shall defend, indemnify and hold harmless the 2017 BMDCA National Specialty, its designated agents, contractors, officers and directors and the Holiday Inn Portland-Airport and its agents from and against any and all claims, losses, damages, injuries, penalties, governmental charges or fines in any amount arising out of or caused by vendor's use of the premises, the conduct of vendor's business or from any activity or work done, permitted or suffered by vendor in or around the premises, including but not limited to, the installation, operation, maintenance or removal of exhibits.

Assignment Prohibited: Vendor shall not assign any portion of its booth space to any individual, partnership, corporation, company, firm or entity, without the prior written consent of the 2017 BMDCA National Specialty.

Proprietary Images: No vendor may sell any items relating to the 2017 BMDCA National Specialty. This includes items depicting the Bernese Mountain Dog Club of America, Inc. logo,

the 2017 National Specialty logo, 2017 Specialty mascot, or any Specialty themes, clauses, or derivative of the BMDCA, National Specialty, etc.

Breach of Contract/Liquidated Damages: For purposes of liquidated damages, in the event the Vendor fails to abide by the terms of this Agreement, the parties agree that the BMDCA is entitled liquidated damages of \$500 in addition to any actual damages incurred, and to all fees and costs, including attorney's fees, incurred in enforcing the terms of the Agreement and in pursuing any action for breach of the Agreement.

Cancellation Policy: If Vendor is not able to attend the 2017 BMDCA National Specialty, Vendor may be entitled to a refund on the following schedule.

- **60-days:** If written cancellation is received by March 2, 2017, Vendor is entitled to a full refund.
- **Less than 60 days:** If Vendor cancels after March 2, 2017, Vendor will not receive a refund.

I have enclosed my check to cover the above requirements: \$ _____

Agreed to:

COMPANY OR GROUP NAME: _____

Authorized Signature

Date