

# Centennial Vendor Information

Thank you for your interest in wanting to be a part of our Centennial Celebration. The City of Chandler prides it self in having vendors at our events that represent the concept of the event and a vast diversity of what the city has to offer. This one page information sheet should answer most questions about the event.

## Event: Chandler Bash of the Century

Date: Saturday, May 19, 2012

Location: Tumbleweed Park

Time: 4pm to 10pm

Early Bird Vendor Application Deadline: Monday, April 2, 2012

LATE Vendor Registration Application Deadline: Friday, April 27, 2012

**Event History:** This event is a onetime event celebrating the City of Chandler's 100<sup>th</sup> Birthday. The event is a complete family friendly event representing the great history and fun Chandler has to offer. Expected attendance – approximately 50,000.

### Available Areas for Vendors:

**Nonprofit Organizations** – This is for nonprofit groups that want to provide information about their organization to the community. Selling of items, having raffle items or asking for donations is permitted.

**Business Informational** – This is for businesses or for-profit organizations that want to provide information about their organization to the community. There is no selling of items.

**Merchandise Sales** – This is for any for-profit organization or business that wants to sell any type of merchandise they produce.

**Food/Beverages** – This is any organization or business that wants to sell food, snacks or beverages.

### Costs for Vendor Booth Space:

	<u>10' x 10'</u>	<u>10' x 20'</u>
Nonprofit Agency	\$15.00	\$25.00
Business Informational	\$30.00	\$55.00
Merchandise Sales	\$55.00	\$100.00
Food/Beverage Sales	\$60.00	\$100.00
Electricity	\$25.00	
1 Table and 2 Chairs	\$15.00	

**\*\*\* LATE VENDOR REGISTRATION APPLICATIONS WILL BE ASSESED A \$25 LATE FEE CHARGE IN ADDITION TO THE BOOTH FEES**

### Responsibilities of the Vendor:

**Application** – An application must be completed and turned in by the deadline above.

**Booth Fee** – A non-refundable fee is charged to participate in the event.

*This fee is not paid until the vendor has been notified of its acceptance into the event.*

**Supplies/Materials\*** – All supplies and materials (tables, chairs, canopies, etc.) must be provided by the vendor.

\*Vendors may elect to pay an additional fee to receive one (1) table and two (2) chairs at their booth.

### Event Notes:

**Available Space** – 10' x 10' or 10' x 20' space will be allocated to all approved vendors.

**Chandler Nonprofits/Business** – all nonprofits and business with a City of Chandler license will have first rights to booth space at this event. Non City of Chandler business may submit an application and it will be held in the order they are received, should space still be available.

**Applications** – The City of Chandler will accept vendor applications until 5:00 p.m. on the date of the deadline. Applications submitted or received after the deadline will not be eligible for consideration.

**Notification of Acceptance** – The City of Chandler will notify the accepted vendors within 7 business days of the application deadline. All fees and additional requested information must be submitted by the new deadline.

**Duplication of Vendors** – The City of Chandler strives to keep duplication of booth items or activities down to a minimum. Our goal is to keep the number of same or similar booths down to a minimum.

**Waiting List** – A waiting list will be kept for eligible applications and these vendors will be contacted if any of the accepted vendors do not meet the requirements.

**For questions, please contact the Special Event Coordinator at 480-782-2665.**