



Night at the Museum: Superhero Edition

Saturday, November 23, 2024

300 S Chandler Village Drive, Chandler, AZ 85226

Vendor Application Deadline: 5 p.m., Friday, October 25th

Vendors will be notified by Friday, November 1, 2024

Event Description:

This Fall, Chandler Museum will host a traveling exhibition titled *Marvelocity*, showcasing one of the greatest artists in the field of comic books—**Alex Ross**. **The exhibition takes visitors on a visual journey through Ross' childhood drawings, preliminary sketches, paintings, and 3-dimensional head busts of characters in the Marvel Universe.** In addition to the exhibition, Chandler Museum is hosting a “Night at the Museum: Superhero Edition” on Saturday, November 23rd and looking for local businesses and vendors whose products align with the exhibition's focus on the artistry of comics.

Event date/time: Saturday, November 23rd 7-9 p.m.

Vendor Categories:

Vendors whose products include comic books, illustrations/prints, the Marvel and DC Universe, and/or relevant merchandise will be given priority during the review process.

Artist - Any local artist selling their own works.

Merchandise Sales— Any organization (profit or non-profit), or business, selling any type of merchandise.

Non-Profit Organizations— Non-profit groups providing information about their organization to the community. These booths will not sell merchandise, food, or other items.

Business/Company Information - Businesses or profit organizations providing information about their company. These booths will not sell merchandise, food, or other items.

Responsibilities of the Vendor:

With our eagerness to host this event and reduce barriers to participation, we are happy to announce there will be NO BOOTH FEE!

Please be mindful of all the components that are needed, however, to participate in this event on city property:

Application – All applications must be submitted to the Chandler Museum by Friday, October 25 at 5 p.m. Applications are considered on a first come, first serve basis. Vendors will be selected based on the preferred vendor categories outlined above.

Supplies/Materials – Tables and chairs will be supplied by the Museum. All other supplies must be provided by the vendor.

Responsibilities of the Vendor [cont'd]:

Required Presence-- Vendor set-up begins at 5pm. All booths must be ready by 6:45pm. Event ends at 9pm. Tear-down must be complete by 10pm.

Arizona State Tax License- All vendors selling on-site must be registered with Arizona Department of Revenue. You will be required to provide your TPT license number. If you do not already have Chandler listed as a location, you will need to add the code CH, to add Chandler as a location. For more information contact licensing@chandleraz.gov or call (480) 782-2299.

Business Registration- Any business located in Chandler is required to hold a City of Chandler Business Registration. You can apply online at business.chandleraz.gov. If you have questions call (480) 782-2299.

Event Notes:

Available Space – This is a combination indoor/outdoor event. On the application, please consider needs you may have that impact placement. Space is subject to availability and will be discussed further upon approval.

Notification of Acceptance – The Chandler Museum will notify the accepted vendors by Friday, November 1st.

Duplication of Vendors –**Chandler Museum's** policy is to reduce duplication of booth themes, items, or activities. The event should have no more than two or three of the same or similar booths.



Market at the Museum
Vendor Application

Applicant Information

Business/Organization Name [input box]

Contact Name [input box]

Business Street Address [input box]

City [input box] State [input box] Zip [input box]

Daytime Phone [input box] Cell Phone [input box]

Email Address [input box]

Do you have a State of Arizona Sales Tax License? No [input box] Yes [input box] License # [input box]

If your business is located in Chandler, you will also need to provide your City of Chandler Business Registration License #: [input box]

Note: If you are selling items at the event, you must make sure Chandler is listed as a location under your TPT license. For more information contact licensing@chandleraz.gov or call (480) 782-2299.

Is your company/organization a 501(c)(3) nonprofit? No [input box] Yes [input box]
If yes, please include a copy of IRS status form with application.

Booth Information

Please Check One:

- [input box] Artist [input box] Merchandise Sales [input box] Non-Profit Organization [input box] Business/Company Information

Please tell us how your booth connects to the exhibition Marvelocity: The Art of Alex Ross:

[Large empty text box for booth connection details]

Will you need access to an electrical outlet?

We have tables available for use during the event that are 6 ft. long and 30 in. wide.

How many tables do you need? How many chairs do you need?

Please provide a list of proposed items to be sold and their price range:

Please read carefully and sign below.

I certify that the information contained in this application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event under the city of Chandler Municipal Code. Applicant agrees to comply with all requirements of the City, County, State, and Federal Government. Applicant has read all Vendor Responsibilities and commits to participation on Sunday during required hours.

Signature Date
Printed Name

Checklist:

- Application
- If required, make sure you include: State of Arizona Sales Tax License Number; City of Chandler Business Registration License Number; non-profit IRS status form.

Return application to:

Mail:
Chandler Museum
Mail Stop 305
PO Box 4008
Chandler, AZ 85244

Hand Deliver to:
Chandler Museum
300 S. Chandler Village Drive
Chandler, AZ 85226

Email:
kristine.clark@chandleraz.gov