



## Curtis Chamber of Commerce Vendor Application

Thank you for your interest in participating in Curtis Chamber of Commerce events. Please complete this application form, attach the required documents, and submit it with payment. Applications are reviewed on a first come, first served basis. Acceptance depends on available space and compliance with all rules.

### Event Selection and Fees

Each vendor space is \$100 per day for Food Vendors and \$50 per day for Regular Vendors. The fee is nonrefundable and due upon submission of this application.

Event	Date(s)	Fee	Select
Food 4th of July Celebration	July 5	\$100	<input type="checkbox"/>
Vendor 4th of July Celebration	July 5	\$50	<input type="checkbox"/>
Vendor Oktoberfest	October 3	\$25	<input type="checkbox"/>

**Vendor Hours:** 10:00 AM to 6:00 PM

**Total Amount Paid for Food Vendors:** \$\_\_\_\_\_

**Total Amount Paid for Regular Vendors:** \$\_\_\_\_\_

Payment must be included with this application. Checks should be made payable to Curtis Chamber of Commerce. Fees are nonrefundable once the application is accepted.

### Business Information

Business Name: \_\_\_\_\_

Owner or Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Website (optional): \_\_\_\_\_

## Description of Products or Services

List all food items, crafts, products, or services you intend to sell. Only approved items may be sold during the event.

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## Booth Requirements

Booth size (standard 15 ft x 15 ft): [ ] Yes [ ] No If a larger space is needed, you must purchase an additional booth.

Electricity Needed (Food Vendors only): [ ] No [ ] Yes 110 V

Other Special Needs (water, space, etc.): \_\_\_\_\_

## Insurance and Permits

All vendors must carry general liability insurance or sign a hold harmless agreement. Food vendors must have a Temporary Food Service License if preparing or serving food. Michigan law requires applications to be submitted at least five business days before the event.

Liability Insurance Policy #: \_\_\_\_\_

Insurance Company: \_\_\_\_\_

Insurance Expiration Date: \_\_\_\_\_

Temporary Food Service License #: \_\_\_\_\_

License Expiration Date: \_\_\_\_\_

## Agreement and Signature

1. Vendor fees are due at the time of application and are nonrefundable.
2. Submission of an application does not guarantee acceptance; space is limited.
3. Vendors may not sublet or share booth space. Only approved products may be sold.
4. All permits and licenses must be obtained by the vendor.
5. Food vendors must submit temporary food license applications at least five business days before the event.
6. Vendors must carry liability insurance or sign a hold harmless agreement.
7. Vendors are responsible for setup, teardown, and booth cleanliness.
8. The Chamber reserves the right to reject applications, close noncompliant exhibits, or relocate booths.

**I have read and agree to the terms above.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_