

The Polka Dot Roadshow Seller Agreement Holiday 2020

In order to be considered for The Polka Dot Roadshow, you must read and agree to the following. Please print this Agreement, sign and return it with your check payment. Applications will not be considered until the online application is complete, the signed agreement has been received by the Polka Dot Roadshow, and payment has been received. All paperwork and payments (including lunches and Family Promise donations if applicable) must be received by August 1, 2020. If this is not received, the booth space is forfeited.

If you are a new applicant, please send your \$20 New Seller Application Fee in a separate check.

Upon application and acceptance, sellers are bound in agreement to the below terms.

Our Holiday 2020 roadshow will take place on Saturday, November 7, 2020 from, 10am - 4pm (First 100 shoppers enter at 9:30am). The roadshow will be located at *The Centre*. The address is 20880 Centre Pointe Parkway Santa Clarita, CA.

Booth Cost:

New Seller Application Fee \$20 (if you have never applied before) Separate check required.

One 8x8 standard booth \$180

One 8x8 standard booth with electricity \$195

One 8x8 premium end cap (without electricity) \$205

One 8x8 premium end cap (with electricity) \$220

One 8x10 premium end cap (without electricity) \$225

Table \$10 each (optional)

Lunches \$10 each (optional)

If you would like to be considered for more than one booth space, we have reserved a select amount at each market for multiple booths to be purchased. Please make a notation of that in the "Notes" section on the online application. There is no discount for more than one booth.

Payment must be made at the time that the application is sent in. Once the seller is accepted the check payment is non-refundable. If you are not accepted into the show your booth fee check will be shredded and not deposited.

***Please make your check out to Lisa Rapo
and send to:***

The Polka Dot Roadshow

PO BOX 802666

Santa Clarita, CA 91380

Booth Set-up and Take-Down:

Everything must be contained within the space including any product, displays and the area for you to stand.

All set up will need to be done the morning of the roadshow, prior to the start of the event. All set up must be done 30 minutes prior to the opening of the roadshow to the public. Exact times for set up will be sent via email, but we expect a 90 minute allotment for set up. Please note this location is one story and has multiple doors for load in. Please also note that any extra "guests" will be asked to leave the building before we open the doors to the public. Each seller is permitted to have one additional adult in their booth at the start of the show as a "helper", and is required to provide that person's name at registration. Due to fire code, we must keep our booth attendance to a minimum to allow for as many shoppers as possible.

Take-down may not begin until after the close of the event. If any seller starts to take their booth down before 4pm, you will forfeit your opportunity to participate in a future show. Take-down must be completed within one hour after the close of the event.

Seller Responsibility:

Sellers are responsible for the necessary items needed for their space: tables, table cloths, display items, extension cords, décor, etc. Access to electricity and/or wall space is available upon request via the online application. Sellers are responsible for restocking inventory and all restocking must be done through the main doors.

Sellers are required to man their booth throughout the duration of the show and process all transactions at their individual booths. All sellers will have their own internet access for payment services.

All sellers selling food at the roadshow **MUST** have the required Public Health license and permits.

Sellers must advertise their participation in The Polka Dot Roadshow via social networking such as Facebook and Instagram, etc.

The Polka Dot Roadshow's Responsibility:

The Polka Dot Roadshow will do marketing and advertising via social media and to local groups and organizations.

We will provide 1-2 chairs at no additional cost. A limited supply of tables is available at an additional cost of \$10. **Tables must be requested through the online application**, and will be delivered to your booth space prior to your arrival.

Our location offers plenty of parking and restroom facilities.

Each seller is encouraged to market the roadshow through a contest on social media, giving away 1 free admission. You must send us the name of the winner no later than November 1, 2020. The name of your winner will be on a guest list at the entrance of the show. **Any shopper who pre-orders their ticket via the "First 100" will not be eligible for free admission or a discounted admission.**

The Polka Dot Roadshow is not liable for lost, damaged items or theft. We reserve the right to cancel or postpone the show due to unforeseen circumstances. If a show is cancelled, all seller fees paid to the Polka Dot Roadshow would be refunded.

I agree to the above information:

Shop Name: _____

Sellers First and Last Name: _____

X

Signature

Your application is considered complete when we have received your completed Seller agreement and check(s).