

**2016 West Linn Holiday Bazaar
Adult Community Center - West Linn, Oregon**

Vendor Information

When you have read this over completely, fill out and return the attached application form. You will be contacted upon the approval of this form. If you have any questions, contact West Linn Parks and Recreation at 503-557-4700. Your booth must be open during the hours of the Bazaar which is as follows:

**Saturday November 12, 2016 9 am - 4 pm
Adult Community Center, 1180 Rosemont Rd.**

CONDITIONS

The West Linn Parks and Recreation agrees to provide the following:

1. Six foot space. 6' rectangular table provided if you pay \$40.
2. Electrical hookup is available upon request.

You agree to the following:

1. Furnish your own (as needed) signs, extension cords, decorations and special booth lighting.
2. **Items for sale must be handmade by the vendor. No Commercial Sales.**
3. ***The fee for one 6 ft space with 1 provided rectangular table is \$40 for the Bazaar. If you provide your own table the fee for one 6 ft space is \$35.***
4. Space assignment will be given to you at check-in the morning of the Bazaar. Booth set up may begin after 6:30 am on Saturday November 12, 2016.
5. Payment must be in full and received by October 31, 2016 to ensure your space. Spots are limited and fill up fast. **No refunds will be made.**
6. Booths cannot be dismantled or closed prior to the hours stated above without prior permission from the Parks and Recreation Staff.
7. Payments must be by check made out to the West Linn Parks and Recreation. Your check is your receipt. Please call if you would prefer to pay by Visa or Mastercard.

503-557-4700

8. There will be a hot dog lunch for sale in the kitchen.

**2016 West Linn Holiday Bazaar
Booth Application**

Complete and Mail to:
City of West Linn
ATTN: West Linn Parks and Recreation
22500 Salamo Road
West Linn, OR 97068
503-557-4700

I/We have read and agree with the conditions stated in this application:

1. Applicant _____

2. Contact _____

3. Address _____

4. Phone (H) _____ Phone (W) _____ E- mail _____

5. Describe handmade activity to be performed in booth. (For example, products sold/displayed) _____

6. Specify your electrical needs here; otherwise they may not be available.

7. Number of spaces required _____. **(\$35 per 6ft space if you provide your own table, \$40 if we provide the table.) Please note if you will be bringing a 6ft table.**

8. Amount enclosed _____.

Printed Name Applicant

Date

Signature of Applicant

Date

Accepted by West Linn Parks and Recreation _____