



SHOP TO STOP HUMAN TRAFFICKING



Fall & Holiday Market

October 5, 2024

This is a fun, profitable way for vendors to get their name out and sell their products, while helping **Soroptimist of Tuscaloosa** shine light and spread awareness about stopping human trafficking! Proceeds benefit the West Alabama Human Trafficking Task Force.

Northport Civic Center
3500 McFarland Blvd, Northport, AL 35476

VENDOR APPLICATION FORM

Vendors registered and paid by September 10th will receive table and chairs free of charge if spots are still available.

Contact Name: _____

Company Name: _____

Business Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Email Address: _____

Description of Items available for purchase: _____

Booth (\$70/spot) _____ Booth w/ (1) table (2) chairs(\$80/spot) _____

Number of spots requested: _____

Total: _____

Interested in Lobby Booth (\$125)

Power access requested

Preferred Payment Method: Cash Credit Card PayPal Check

***Access to power is not guaranteed. Battery powered equipment recommended.**

Payment information/options will be forwarded once your application has been approved.

Complete registration online at www.situscaloosa.com or email completed form to soroptimist.tuscaloosa@gmail.com

EVENT AGREEMENT | GUIDELINES

- Event Date:** Saturday, October 5th: Shopping time 8:00 AM-4:00 PM
- Application Process** Prospective vendors will submit an online application for review. SI Tuscaloosa will quickly review applications to prevent overlap in vendor offerings and email accepted vendors with confirmation and instructions for payment.
- Booth Size:** Standard booths are 8'x8'. Several Lobby XL booths are available for \$125. Inquire for availability.
- Cost** Empty standard booth cost is \$70. Booth with one table and two chairs available for \$80. Vendors who are approved and paid by September 15th will receive table and chairs at no charge.
- Set Up Time:** Friday, October 4th from 3:00-5:00 pm. and Saturday, October 5th from 7:00 AM-8:00 AM. Signage will be displayed to show vendors where they need to go.
- Restrooms:** Will be available inside the Civic Center.
- Break Down:** The event ends at 4:00 PM and all vendors are expected to stay set up until 4:00 PM. In addition, each vendor must remove all trash from their booth and dispose of it by 5:00 pm.
- Equipment:** Access to electrical outlets is not guaranteed. We will do our best to accommodate requests. However, all vendors must provide their own equipment and extension cords if electricity is requested.
- Door Prize:** Each vendor agrees to donate at least ONE (1) unwrapped item with a minimum value of \$25.00. This item will be presented at check-in. Images requested ahead of time for marketing purposes. Please include a business card.
- Parking:** Immediately after unloading merchandise and before setting up displays, vendors are asked to move their vehicles to the back of the parking lot. We want the closer parking available to our customers.
- Concession:** There will be food trucks and items available during the event.
- Smoking:** Smoking is NOT allowed on the premises.
- Questions:** Contact Daphne Boswell at 334.507.4057 or soroptimist.tuscaloosa@gmail.com

I hereby consent to the conditions and guidelines set forth by Soroptimist International of Tuscaloosa.

Signature: _____ Date: _____