

**20th ANNUAL LAST CHANCE COMMUNITY POW WOW**

**September 28-30, 2018**

**(Exhibit Hall - Lewis & Clark County Fairgrounds)**

**VENDOR APPLICATION**

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

Contact Person: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Items to be Sold: \_\_\_\_\_

***NO FOOD VENDORS WILL BE PERMITTED AND, DUE TO PAST PROBLEMS, NO TOYS WILL BE ALLOWED TO BE SOLD. PLEASE SEE THE BACK OF THIS SHEET FOR OTHER RULES AND POLICIES.***

**VENDOR FEES:**

***YOU MUST RENT A "SPACE" BEFORE YOU CAN RENT THE "TABLE."***

10' x 10' Space ..... \$45/day or \$100/3 days \_\_\_\_ Number of Spaces

Table Rental ..... \$10/day or \$25/3 days \_\_\_\_ Number of Tables

TOTAL AMOUNT DUE \$ \_\_\_\_\_

***NOTE: Electricity is available, but please bring your own LONG extension cord.***

**VENDOR SET-UP:**

The Exhibit Hall will be open for SET-UP by vendors on the following dates:

Friday (Sept. 28th): Vendor Set-up: Open @ 10 am (Open to Public @ 11 am)

Saturday (Sept. 29th): Vendor Set-up: Open @ 10 am (Open to Public @ 11 am)

Sunday (Sept. 30th): Vendor Set-up: Open @ 10 am (Open to Public @ 11 am)

***Vendor Fees and Applications are due on or before September 18, 2018. Fees are to be paid by Cashier's Check or Money Order, and must accompany your application. Make your Cashier's Check or Money Order payable to: Last Chance Community Pow Wow (or LCCPW). Send this completed application and payment to (envelope enclosed):***

Last Chance Community Pow Wow

P.O. Box 179

Helena, MT 59624

**VENDOR RELEASE WAIVER:**

The undersigned hereby releases the Last Chance Community Pow Wow Committee and/or Lewis & Clark County Fairgrounds, their employees, representatives, or agents from all claims, injuries, liabilities, personal property loss, and causes of action, whether known or unknown. The undersigned agrees to set up a vendor table(s) at their own risk and must be fully responsible for the safeguard and maintenance of their own items. The undersigned agrees to abide by the rules set forth by the Last Chance Community Pow Wow Committee or Lewis & Clark County Fairgrounds.

Vendor Representative: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR ADDITIONAL INFORMATION:** Call: 406-439-5631

Website: lastchancepowwow.com Email: [lccpw@hotmail.com](mailto:lccpw@hotmail.com)

# LAST CHANCE COMMUNITY POW WOW VENDOR RULES AND POLICIES (2018)

## GENERAL RULES:

1. No food vendors or sales of food will be allowed, including, but not limited to, candy, snacks, and gum.
2. Vendors may be asked to put away and stop selling any item(s) deemed to be dangerous or inappropriate. Refusal or second offense will result in the vendor being escorted off the premises and they will not be allowed to return as a vendor. No refund of fees will be made under these circumstances.
3. No toys of any kind will be allowed to be sold.
4. Stapling or nailing is allowed only on display panels, never directly on the walls.
5. All displays or booths must be free-standing, self-supporting, and shall not be secured to walls, floor, or ceiling.
6. Pow Wow Committee members and/or Lewis & Clark County Fairgrounds employees retain the right to take appropriate action, including removal from the premises, for violation of these rules or for any other situation or action that they deem inappropriate or dangerous.

## VENDOR PRE-REGISTRATION:

To better plan and utilize the vendor space, we are asking all vendors to pay their fees at the time they send in the Vendor Application. Only those vendors who are prepaid will be guaranteed a space. All other vendors will be assigned the remaining spaces on a "first come, first serve" basis.

## REFUNDS:

1. Refund of fees will be made **IF** cancellation is made on or before September 18, 2018.
2. Cancellation after September 18th will be made **IF** we are able to rent the space to another vendor or by special consideration of the circumstances.

## ADDITIONAL INFORMATION:

For additional information, please contact:

Last Chance Community Pow Wow

Phone: 406-439-5631

Address: P.O. Box 179

Helena, MT 59624

Email: [lccpw@hotmail.com](mailto:lccpw@hotmail.com)

Website: [lastchancepowwow.com](http://lastchancepowwow.com)