

# Monty's Home



2018

501c3 Rescue/Animal Welfare Group

Vendor Contract

**EVENT DATE: Sunday February 25, 2018**

**LOCATION: Coastline Conference & Event Center 503 Nutt St.**

**Set-up time:** 9 a.m. to 11 a.m. *(must be set-up by 11 a.m.)*

**Event Hours:** 11 a.m. to 3 p.m.

**Booth Breakdown:** 3 p.m. to 4 p.m.

**\*\*No breaking down prior to 3:00 PM\*\***

## BOOTH SPECIFICS

8-foot table *(No linens provided, please bring your own)* Total booth space: 8'x10'

**\*\*Electrical access available \$25 fee – designate below\*\***

## BOOTH COSTS AND PARTICIPATION TERMS

**Cost per booth: \$0 (to the rescue/animal welfare group)**

**A \$100 deposit is required to hold the booth and will be returned after the expo**

To help defray the cost of your booth, please secure sponsorship from a business (pet-related or not)

**To participate, we're asking groups to present educational information about their species and care**

*Rescue booths are limited and awarded on a first come, first served basis.*

*Paperwork & deposit must be received by February 10th to guarantee a space*

**\*\*PRODUCTS, SERVICES AND INFORMATION AT BOOTH MUST BE PET RELATED\*\***

**Rescue booths may not display information from any other business only if they are *sponsoring* the booth .**

Group Name / Type of Services: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

**IF YOU WERE ABLE TO HELP US SECURE A SPONSOR FOR YOUR BOOTH:**

Sponsor Name: \_\_\_\_\_

Type of sponsor business: \_\_\_\_\_

Number of spaces they're sponsoring: \_\_\_\_\_ x \$125 = TOTAL: \$ \_\_\_\_\_

Is their check enclosed? Yes \_\_\_\_\_ No \_\_\_\_\_

\*\*Electrical access required? (\$25 fee) Yes \_\_\_\_\_ No \_\_\_\_\_

Donate an item or coupon for services to the Silent Auction? Yes \_\_\_\_\_ No \_\_\_\_\_

*(Proceeds benefits Monty's Home)*

If yes: estimated value \$ \_\_\_\_\_ description \_\_\_\_\_

Vendor's signature \_\_\_\_\_

Make checks payable to: **Monty's Home, Inc.**

Return completed, signed contract and **copy of your 501(c)(3)** with payment and other related forms to:

**Monty's Home, PO Box 821, Burgaw, NC 28425**

Information packets are sent approximately 10 days prior to the expo.

**Thank-you for supporting Monty's Home!**

910.259.7911 info@montyshome.org www.montyshome.org



