

# THE IMPERIAL SOVEREIGN ROSE COURT OF OREGON



PO BOX 4864 PORTLAND, OR 97208

## Vendor Application

Coronation 2017 – Imperial Russia: A Night at the Winter Palace  
Saturday, October 21<sup>nd</sup> 2017 at The Melody Ballroom

Name of Vendor:

Contact person:

Phone Number:

Email:

Address:

City:

State:

Zip:

### Terms of Agreement

#### Fee schedule:

\$125 for an 8' table (*limit of one table per vendor*)

The Imperial Sovereign Rose Court of Oregon (ISRC) agrees to provide exhibitor space to the above exhibitor at the 2017 Coronation and at Hospitality. **All space is assigned first-come first reserved based on payment date. No more than four vendors are allowed in this space.**

#### Exhibitors will be provided the following:

**Hospitality:** Access to assigned table by 10AM at the Hospitality venue, with each vendor assigned one standard 8'table

**Coronation:** Access to the exhibitor area by 10 am on Saturday, October 21<sup>st</sup>, 2017 at The Melody Ballroom, with each vendor assigned one standard exhibitor table measuring approximately 3 x 8 feet each and having access to one electrical outlet

#### Exhibitors are required to:

- Submit all fees and a signed contract on or before October 1<sup>st</sup>, 2017
- Provide their own decorations/supplies for exhibitor tables
- Provide their own grounded electrical extension cord (if needed)
- Provide delivery of exhibitor equipment and supplies
- Exhibitor must remove all exhibitor equipment and supplies from the space **by 1:00 am** October 22<sup>nd</sup>, 2017

**To reserve:** Payment will be made online/by mail. All space is assigned first-come first reserved based on payment date. No more than four vendors are allowed in this space.

I agree to the terms of this agreement. (*please print this form to sign*)

Exhibitor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Check or Money order can be made out to the ISRC and mailed to PO BOX 4864 Portland OR, 97208. For questions please email the Board of Directors at BOD@rosecourt.org*

#### ISRC Use Only

Approved  Denied

**Submission Order:** \_\_\_Vendor 1 \_\_\_Vendor 2 \_\_\_Vendor 3 \_\_\_Vendor 4

**Board Representative:**

Notes: