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**Vendor Application Form**

This is an application to become a vendor at the Mistletoe & Martini Holiday Boutique at Town & Country Club on **Thursday, December 4, 2014.** Please complete and sign the information below to be eligible to sell your products at our boutique. It’s a great way to start out the holidays and expand your business network!

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_Other Phone: \_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Website: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

**Additional Vendor Information:**

Please list up to eight potential items to be sold:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Vendor Fee:** $40.00 with a donation of a raffle prize of at least $25.00 value. Fee includes a buffet available to vendors during set up.  
Checks payable to: Town and Country Club

Each vendor will receive one (1) skirted table and two (2) chairs.

**Please select the table type below:**

\_\_\_ 8’ long table \_\_\_ 72” round table \_\_\_ 60” round table

**Please indicate if you need the following:**

\_\_\_ Electricity \_\_\_ Water

\_\_\_ Additional needs; please specify\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please make a check mark next to each statement to declare your understanding:**

1. \_\_\_ All vendor tables must be reserved in advance. The assignment of table location within the event will be at the discretion of Town & Country Club and the vendor must exhibit only within the space provided.
2. \_\_\_ The vendor agrees to hold harmless at Town & Country Club, and its employees, and expressly releases it from all liability from loss or damage caused to persons or property for any cause whatsoever. Vendor shall indemnify Town & Country Club, and its employees, against all liability or expenses arising out of any claim or injury, damage to any person or property, together with all costs in connection with the defense thereto, including attorney’s fees.
3. \_\_\_ Set up begins no earlier than 7:00am or no later than 5:30pm. All tables must be set up prior to member/guests arrival. Do not leave items unattended. Town and Country Club is not responsible for any items left unattended.
4. \_\_\_ Vendors are required to clean-up their space after the event.
5. \_\_\_Vendors are responsible for all money handling, including providing their own cash box and with adequate change to make all transactions with customers, and receipts for purchases. Town and Country Club will not provide any currency to vendors to make change, nor will it offer proof of payment for any transactions made between a vendor and a customer.
6. \_\_\_ Additionally, Town and Country Club would like to ask vendors to share their sales figures and net profit gained from the day so the success of the event can be evaluated for future consideration. If you agree to share this information with Town and Country Club, please mark the space provided. If you do not wish to share your sales information, you will still be eligible to participate.

**RELEASE OF LIABLITY**

With signature of this application, I, the undersigned, intending to be legally bound, hereby for myself, my heirs, executors and administrators waive and release any and all rights and claims for damages I may have against Town and Country Club, their representatives, successors and assigns for any and all injuries suffered by me in this event. Further, I hereby grant full permission or authorized agents to use any photographs, videos, recordings or any other record of this event for any legitimate purpose.

I HAVE READ AND FULLY UNDERSTOOD THE ABOVE HOLD HARMLESS AND INDEMNIFICATION AGREEMENT.

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

*Space is limited; all applications may not be accepted. In order to ensure your spot, return this application as soon as possible. You will be contacted upon the application approval. If you have any questions you may contact* ***Liz Schoenecker*** *(see contact info below).*

Please submit completed application by email, fax, delivery or mail to:

Liz Schoenecker, Membership & Marketing Director

Email: lschoenecker@tcc-club.com

Direct Tel: (651) 659-2547

Fax: (651) 659-2567

300 Mississippi River Blvd North, Saint Paul, MN 55104