



2011 Vendor/Exhibitor Application

Vendor Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Contact Name: _____

Product Name & Description: _____

Business License No./City: _____ N/A: _____

Insurance Carrier/Limits: _____ N/A: _____

Space required: _____

Please note that standard merchandise vendor spaces accommodate 10x10 canopies – if additional space will be required, please indicate dimensions or number of 10x10 canopies you plan to bring. Additional charges apply for additional space.

Other special requirements: _____

Merchandise or Exhibition Space	Own 10x10 tent	\$125.00	
Non-Profit Organization Space	Own 10x10 tent	No Charge	
Food & Beverage Space (no alcohol)	Own cart	\$125.00	
+ additional 10x10 tent space		\$25.00 each	
+ one 10x10 tent / one folding table / two folding chairs		\$125.00 each	
Advertisement in Race Program Vendors receive 25% off regular ad prices!	Full page ____ Half page ____ Quarter page ____	\$150.00 \$75.00 \$37.50	
Enclosures in Team Welcome Bags Must also purchase a 1/2 page or larger ad.		\$100.00	
Electricity service	110 volt ____ 220 volt ____	\$125.00	
Total Amount Enclosed <i>Please make checks payable to DragonSports USA</i>			



General Terms and Conditions

1. All Vendors/Exhibitors must complete and submit an Application form.
2. Festival organizers reserve the right to select Vendors/Exhibitors based on proposed items (food, merchandise and exhibition items) to be sold or distributed, space and utility needs, and past experience. Vendor applicants must note all special requirements and considerations for space assignment on their Applications.
3. Vendors/Exhibitors will be selected on a first-come, first-served basis until all available space is filled based on the date the Application is received and approved by the Festival organizers.
4. Only approved Vendors/Exhibitors will be allowed to sell and/or distribute food, merchandise and exhibition items at the Festival. Alcoholic beverages may only be sold by the pre-designated Festival Vendor.
5. Vendors will receive 70% face value of food vouchers redeemed by Festival organizers and volunteers.
6. Vendor/Exhibitors will be able to set up in their pre-assigned locations no earlier than 7:00 am on Saturday and Sunday, the Festival race days. All set up must be completed by 8:00 am on that same day and removed within one hour of the last race each Festival day. Security will be on-site overnight and tents and tables may be left overnight at the Vendor/Exhibitor's own risk.
7. All food and merchandise Vendors must carry liability insurance. All food and merchandise Vendors may be asked to provide proof of insurance to DragonSports USA.
8. DragonSports USA or any of its officers, members and volunteers shall not be held responsible for any theft (including shoplifting or robbery), loss of merchandise or its value, damage or injury of any person or property, act of civil disturbance, loss of business advantage or profits as may be suffered by Vendors/Exhibitors.
9. Please make all checks payable to the DragonSports USA and enclose your check with the completed Vendor Application form and to mail to: DragonSports USA, PO Box 8233, Portland, Oregon 97207. Checks will be returned to Vendors/Exhibitors not approved.
10. In the sole discretion of the Festival organizers, educational and informational exhibits and demonstrations that do not involve the sale of food or merchandise may be exempt from Exhibitor fees.

I have read and agree to abide with all of the above.

Signature: _____

Print Name: _____

Date: _____



Vendor Advertising

Be a part of the Portland Dragon Boat Race Program, an 8 ½ x 5 ½ booklet filled with pictures, letters of support from government officials and civic leaders, team biographies, and advertisements from our sponsors and supporters.

Our audience for this program is expected to exceed well over 3,500 people including over 1,500 race participants and 2,000 spectators each day of the race.

Advertising opportunities and rates include:

- Full page \$200
- Half page \$100
- Quarter page \$50

Portland Dragon Boat Race Vendors are eligible for a 25% discount on the above advertised rates!

All ads will be printed in black and white. All work needs to be "camera ready" and should be emailed to pdxdragonboat@gmail.com. The deadline for ad submissions is August 1, 2011.

Would you like even more exposure to race participants?

Each team at registration is greeted with a bag of goodies from the race organizers to get them through the weekend. We would like to invite our vendors to provide items (flyers, coupons, small trinkets, etc.) to include in our team welcome bags.

Vendors who wish to provide enclosures may do so if they purchase a half page or larger advertisement and at the additional cost of \$100. Please be prepared to deliver your enclosures to DragonSports before September 1, 2011. Please note when preparing quantities that we are expecting between 60 and 80 teams to register and that each team may roster up to 25 individuals.