



2019 Santa Paws & Howliday Bazaar Vendor Application

Event Date: Saturday November 23, 2019 10am-3pm (breakfast 9am)
Event Location: West Side of HHHS, Dorothy Fisher Activity Center
 5720 SW 21st Street, Topeka, KS 66604

VENDOR INFORMATION:

Please write legibly.

Business/Vendor Name: _____

Product Description: _____

Mailing address: _____

Street/PO Box _____ City _____ State _____ Zip _____

Phone: _____

Phone: _____

Daytime

Evening

Email: _____

Website: _____

STALL RESERVATION and VENDOR DONATION:

	Quantity	Cost/Item	Extended Price
10' x 5' Vendor Stall with 8' table provided----->	_____ x	\$ 50 =	_____
Corner/End Stall - includes 2' of additional space; first-to-apply, first served->	_____ x	\$ 10	_____

Total payment due WITH application - Booth space NOT reserved until payment is received \$ _____

Special instructions (e.g., describe proximity to electrical outlet needed - we'll do our best to honor requests):

***VENDOR DONATION:** With this application, the vendor agrees to donate a total minimum \$25 retail value item(s) for the Howliday Bazaar silent auction. Donated item(s) will be showcased to maximize silent auction bids and promote vendor products. Silent auction item(s) must be provided at vendor check-in on November 23rd 2019, the morning of the event. Note: Non-profit vendors are exempt from this requirement.*

PAYMENT METHOD:

Cash Please visit HHHS' gift shop (5720 SW 21st Street) during adoption hours to pay by cash with completed application.

Check Check #: _____ Check Amount: \$ _____

Credit Card Name as it appears on the card: _____
 Card #: _____
 Expiration Date: _____
 Security (CVV) Code: _____
 Amount to be charged: \$ _____

VENDOR AFFIDAVIT (required part of Vendor Application):

I hereby agree to take full responsibility for all sales/promotional activities I conduct throughout the 2019 Santa Paws/Howliday Bazaar event. I agree that I have thoroughly read the [Howliday Bazaar Event Guidelines](#) and agree to abide by all the rules and regulations contained therein. I also agree to hold blameless the Helping Hands Humane Society for any claims (including costs, litigation expenses, counsel fees and liabilities incurred) that might arise from my activities as a vendor at the 2019 Santa Paws/Howliday Bazaar Event.

Signature: _____ **Date:** _____

Printed Name: _____

**For online payment by credit card, please visit our website at www.hhhstopeka.org
 To pay by mail, please submit application with payment to:**

HHHS Howliday Bazaar
 c/o HHHS, Attn: Mandi
 5720 SW 21st Street
 Topeka, KS 66604

ANY QUESTIONS? Please contact Mandi Stonebraker at mandis@hhstopeka.org

Thank you for your interest and participation in the HHHS 2019 Santa Paws/Howliday Bazaar!