



January 31, 2018

Dear Vendor:

Enclosed is your application to join us as a vendor at the 2018 Cruisin' Sherwood Classic & Custom Car Show.

The event is **Saturday, June 9th, 2018 from 9am to 4pm**. With 500 specialty automobiles, Cruisin' brings 20,000 families, car enthusiasts, and spectators to Sherwood making it the city's largest event. Convenient access for our vendors is a high priority and requires specific planning.

***Vendors MUST set up Friday, June 8th and be ready for business at 8 am on Saturday, June 9th. ***

Set up Times: Non Food Vendors from 3-8pm Food Vendors WITH Trailers from 3-4pm

Food Vendors WITHOUT Trailers from 4-6pm

(Larger trailers may be contacted to come in for earlier placement)

Only Hand Carried Items allowed Saturday Morning

If you are interested in participating in this event, please fill out and return the attached registration form and payment no later than **April 27th, 2018**. Confirmed participants will be listed on cruisinsherwood.com under the Vendor tab.

****Vendors are accepted on a first come, first served basis with priority to past participating vendors and Sherwood Chamber of Commerce Members**
We try to offer Vendor exclusivity to Vendors by Type**

If Approved:

- You will receive a confirmation letter and parking permit. The confirmation letter will include directions into Historic Old Town Sherwood and instructions for access and parking.
- You must bring all equipment and supplies with you including **tables, tents, power cords, change**, etc.
- Washington County Health Department **will** be checking the food booths. All fees, applications, and licenses must be paid for in advance and displayed prior to opening. Food booths are required to show food handlers license and a 1-day festival permit. Any questions regarding permits can be directed to Washington County at 503-846-8722. Food Vendors may serve their own non-alcoholic beverages in compliance with the exclusivity requirements.
- If you require electricity, you **must** note that on your application. There is limited availability for vendors.
- Vendors **must** plan to fit within the space allowed. This includes all pull out components, hitches, awnings, and signage, propane tanks, etc. to be determined at the discretion of the Vendor Committee. Failure to do so can result in forfeiting your space or being required to pay for multiple booths.

If you have questions or would like further information, please e-mail our Vendor Coordinator Roxanne at tuprox@yahoo.com.

Sincerely, Roxanne-Vendor Coordinator 503-625-2131

Please Note: this application is not complete unless both page 2 & 3 are submitted together.





CRUISIN' SHERWOOD CAR SHOW

Saturday, June 9th, 2018

2018 Vendor/Activity Booth Application

Applicant

Business/ Organizational Name or Vendor Title: _____

Contact Person: _____ E-Mail: _____

Vendor Type (Please Check)

Food Vendors:

\$225 (12 x 12' Booth)

Will you be cooking on site?

Yes No

If more space is required you may purchase an additional half space at \$100 (12 x 6' Booth)

Non- Food Vendors:

\$100 per booth (10 x 10' Booth)

Will you need Electricity (Limited Availability)?

Yes (Vendors are responsible for their own electrical cords) No

List all products or activities (Please Specify and use back if required):

****Please include photo if available ****

****Food Vendors are required to send in a copy of their menu with application ****

****Food and Activity Vendors are required to send in a copy of their current insurance listing Sherwood Chamber, City of Sherwood and US Bank as additional insureds. ****

Contact Information

Mailing Address: _____

Contact Phone: _____

Day of Event (Required)

Contact Person: _____

Cell Phone: _____

Emergency Contact Name: _____

Emergency Phone: _____

Payment Options (Please Check)

Sending Check with Application

Please mail check payable to: Sherwood Chamber of Commerce c/o Cruisin' Vendor Application
PO Box 805 Sherwood, OR 97140

Paid online through Chamber website Must mail completed application to Chamber's address

To Pay online: <http://bit.ly/2DtfS6M>

Or visit cruisinsherwood.com

Return envelope must be postmarked on or before **April 27th, 2018.**

Confirmation letters will be emailed to your email address on record by **May 12th, 2018.**

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Cruisin' Sherwood 2018 Vendor Agreement

The Cruisin' Sherwood Classic and Custom Car Show is a Sherwood Chamber of Commerce Event. The City of Sherwood donates to the festival but is not a co-sponsor or a partner to the Sherwood Chamber of Commerce.

Defense, indemnity and hold harmless agreement: I agree and bind my organization to defend and hold harmless the Sherwood Chamber of Commerce, the City of Sherwood, their officers, agents, servants, volunteers, and employees from all claims for damage or injury arising out of our activities in connection with this event. I understand that this agreement to indemnify is for any and all liability of the Sherwood Chamber of Commerce, the City of Sherwood or any third person. This agreement applies only from derivative liability arising from my activities of my organization in connection with this event. If litigation arises from this agreement, the prevailing party at trial, and any decided appeal, shall be entitled to its reasonable attorney fees and costs incurred in the litigation.

NO PARTNERSHIP: The Sherwood Chamber of Commerce and the City of Sherwood do not in any way or for any purposes, become a partner of Permittee in the conduct of its game booths, recreational activities, business or otherwise. Permittee expressly covenants that it will never assert, claim, or hold itself out as an agent or employee of either Sherwood Chamber of Commerce or the City of Sherwood. Fees paid are non-refundable: the Sherwood Chamber of Commerce and City of Sherwood and any and all their agents are not responsible for inclement weather and other factors affecting vendor sales or profitability. I have read this agreement carefully and know and understand its terms. I agree to supervise all employees of my organization in the conduct of this event to the best of my abilities and to extend feasible and, specifically, to supervise compliance of the event participants with the permit requirements and other regulation applicable to the use of City of Sherwood.

I/We have read and understand the Cruisin' Sherwood Car Show Guidelines and agree to abide by them.

Authorized Signature _____

Date _____

Send Agreement to:

Sherwood Chamber of Commerce
c/o Cruisin' Vendor Application
PO Box 805
Sherwood, OR 97140

For more information on Cruisin' Sherwood visit www.cruisinsherwood.com, email: chamber@sherwoodchamber.org.

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