



April 2009

Dear Vendor:

Enclosed is your application to join us as a vendor at the 2009 Cruisin' Sherwood Car Show. The event is **Saturday, June 13, 2009 from 9 AM to 4 PM.**

In recent years, Cruisin' has drawn over 700 cars with an estimated 20,000 people in attendance. Cruisin' has been a great vendor opportunity as both spectators and car exhibitors and their families stay from early morning to late afternoon. We are a multigenerational, family oriented event.

Because Cruisin' is a large event covering the pleasant, laid-back streets of Old Town Sherwood, convenient access for our vendors is a high priority and requires some specific planning.

All vendors must set up on Friday, June 12 from 3:00 PM – 7:30 PM be in place and ready for business by 8:00 AM on Saturday, June 13. Arrangements can be made, under specific circumstances, for a few vendors to set up on Saturday morning, June 13 from 6:00 AM – 8:00 AM. All vendors should plan to set up on Friday if at all possible.

If you are interested in participating in this event, please fill out and return the attached registration form and payment no later than **April 30, 2009.** *Please note all fees are non-refundable.* Confirmation letters will be sent to accepted applicants on May 1, 2009.

Vendors are accepted on a first come, first served basis

Important Reminders:

You will receive a confirmation letter and parking permit once your application is approved.

The confirmation letter will include directions into Old Town and instructions for access and parking. Please take note of these directions. **You must enter Old Town by the designated route to specific vendor areas – the remainder of the streets and access points will be blocked,** and you must park in the designated vendor parking area. You could be ticketed and towed if you park supply vehicles in non-vendor areas.

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 as we have done in the past years.

If you require electricity, you **must** note that on your application.

You **must** plan to fit within the space allowed. You may forfeit your space or be required to pay for **2** booths if you do not.

If you have any questions or would like further information, please e-mail the Sherwood Chamber **first** at chamber@sherwoodchamber.org. This is the best way to communicate with us, and we will do our best to return your message with 24 business hours as possible.

Sincerely,

Sherwood Chamber of Commerce
503-625-7800
503-625-0826



CRUISIN' SHERWOOD CAR SHOW

Saturday, June 13, 2009



2009 Vendor/Activity Booth Application

Applicant: (Business, Organization, Etc.) _____

Contact Person: _____ E-Mail: _____

Mailing Address: (City, State, Zip) _____

Phone: _____ Fax: _____ Cell Phone: _____

Supervisor at Event: _____ Event Day Phone Number: _____

Emergency Contact: _____ Phone: _____

Return envelope must be postmarked on or before April 23, 2009. Confirmation letters will be sent May 1, 2009.

Please make check payable & mail to: Sherwood Chamber of Commerce, P.O. Box 805, Sherwood, OR 97140
(All fees are non-refundable.) For more information please e-mail chamber@sherwoodchamber.org or call (503) 625-7800.

(Please check a box below if you are a Food Vendor)

- Commercial (For Profit) Food Vendors: \$200 per 12 X 12 booth
- Non-Profit Food Vendors: \$100 per booth

List all menu items separately: (Please Be Specific) _____

Will you be cooking on site? Yes No Will you need Electricity? Yes No

(If yes to either or both, you will be responsible for your own electrical cords)

(Please check a box below if you are a Non-Food Vendor)

- Commercial (For Profit) non-food vendors or activities: \$100 per 10 x 10 booth
- Non-profit, non-food vendor or activities \$50 per 10 x 10 booth

List all products or activities: _____

The Cruisin' Sherwood 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 and the City of Sherwood, their officers, agents, servants 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 _____