



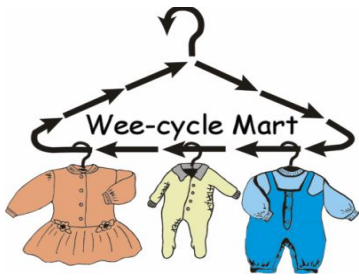
Thank you for your interest in marketing your business at our next Wee-Cycle Mart event!

Questions: [vendorinfo@wee-cyclemart.com](mailto:vendorinfo@wee-cyclemart.com)

### **Advertising planned for all sales**

Billboard on Rt 40, Radio, FoxBaltimore.com, Nesting Magazine, Cecil Whig, Bargainer, Maryland Family, Harford/Cecil Child, Direct Mail to Daycares, email blasts to over 15, 000 moms, posts to our 11,000+ Facebook Fans, flyer distribution, road signs & more!

1. **UPDATED:** Include ONE piece of marketing material in our 500 Goodie Bags for only \$20 per item normally \$30. We encourage this to be a mini-catalog, promotional item like pen or magnet, discount coupon, or sample of some kind and not just a piece of paper if possible! **ONLY ONE PIECE** per Vendor. Should you want to include more than one item the cost is \$30 per 2<sup>nd</sup> item. *You may mail or drop the 500 pieces off at 10 Creek Side Court Middle River, MD 21220 by the SUNDAY before the week of the event (once we start setting up we may NOT go home until event is over) OR you may deliver them to the SALE LOCATION the week of the EVENT on Tuesday or Wednesday between 10am – 6pm, only before the event starts. We will not be able to put your flyers out on display or stuff bags at a later time should you miss the deadline. No refunds can be issued should you miss the deadline. Please plan accordingly!*
2. **UPDATED: DISCOUNT for multiple events:** All vendors who wish to participate in MORE THAN one location this season, will receive a \$25 discount off the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> location/event if available. You will also receive any REFERRAL FEE Discounts as well, if you've earned them. **To receive the \$25 discount per location, YOU MUST PAY IN FULL for all locations at the same time you reserve your 1<sup>st</sup> location.** No postdated checks or holds on credit cards allowed to receive discount.
3. You will receive an Acceptance Email within 48 hours from the date we receive the application. If we get an application for a duplicate vendor we will not run or cash your check and you will be notified that you were not accepted.
4. We will continue to have table prices and booth prices – However, We are no longer able to offer booths at the Baltimore or Anne Arundel County location due to VERY limited floor space. If you need more space you will need to purchase 2 tables spaces. No discounts will apply to second table space.
  1. Table Prices – includes one 6 ft. table, table cover, chair, link on MomsFest page to your website or email (if you need more than a table to display, consider a booth please) You will NOT be allowed to have any display on either side or in front of your table
  2. Booth Prices – includes 8x8 space or larger if SPACE allows, one 6 ft. table (you may bring additional tables/display racks etc.), table cover, 2 chairs, link on MomsFest page to your website or email.



## Wee-cycle Mart & MomsFest Vendor Application

**Harford/Cecil County FALL Aug 1 – 3rd**

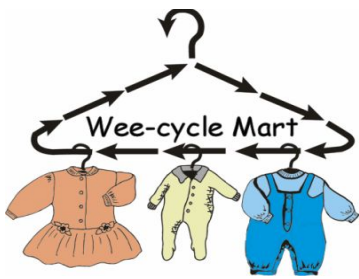
[www.momsfest.com](http://www.momsfest.com)

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3. We reserve the right to substitute 8 ft. tables instead of 6 ft. tables at some of our venues.
5. Please note you are paying for the Saturday MomsFest event, you may set up/man you booth on Thursday, Friday & Sunday for FREE should you so desire.

FOR OTHER MARKETING OPPORTUNITIES on our E-Newsletters and Blog, SEE SPONSOR APPLICATION

**Please complete and fax or mail back pages 3, 4, 5 & 6 to reserve your space now!!!!**



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www.momsfest.com

For questions email: [vendorinfo@wee-cyclemart.com](mailto:vendorinfo@wee-cyclemart.com)

This is to serve as an agreement between \_\_\_\_\_ (your name) trading as \_\_\_\_\_ (Company Name) and BC Promotions, Inc., trading as Wee-cycle Mart for the rental of vendor space in the **Wee-cycle Mart/MomsFest Harford/Cecil County Spring 2014 Event –Feb 21-23, 2014 at the Perryville Outlet Center.**

I am a: New Vendor \_\_\_\_\_ Returning Vendor \_\_\_\_\_ How many events with us? \_\_\_\_\_

If new vendor, who referred you? \_\_\_\_\_

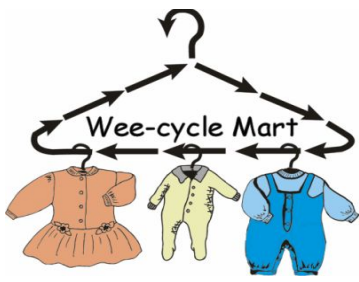
If new, please send 3 photos of your product (crafters) and one of your booth set-up with application.

Each vendor will be issued 2 identification badges with his/her trading name on them. Additional name badges are available upon request. **These badges must be worn at all times by any person staffing the booth including set-up, operations and breakdown.** Wearing of badges will be enforced for security purposes and to allow free entrance all days to the event. *Number of additional badges* \_\_\_\_\_.

### **RULES & REGULATIONS**

- 1. Assignment of Vendor Space:** Vendors will be assigned their space on a first paid basis by BC Promotions. BC Promotions Inc. reserves the right to relocate booths at any time for the betterment of the event.
- 2. Payment for Vendor Space:** PAYMENT IN FULL WITH COMPLETED VENDOR FORM. FIRST COME, FIRST SERVED OR UNTIL SPACES SOLD OUT. *Any returned check will be charged a \$35.00 fee.* Failure to pay the appropriate fee will result in loss of vendor space.
- 3. Cancellation of Vendor Space:** Vendor fees are NOT refundable under any circumstances.
- 4. Use of Display Space and Operating Restrictions:** Should any vendor fail to install his/her display within the time limits set for opening the event or fail to comply with any provisions concerning the use of said vendor space and operating restrictions, BC Promotions Inc. shall have the right of possession of said space and to re-rent said space or any part thereof. **No exhibitor shall assign, sublet or share the assigned space.** All demonstrations, sales and/or promotional activities, and distribution of merchandise, flyers, and promotional materials shall be confined to the limits of the vendor space including sound of TV etc. **Hawking of consumers is prohibited. (Example: approaching customers on the sale floor)**
  - No chocolate, inflated balloons (can be used for decoration only), or tooth picks or other “sticky” food may be given away from your table/booth. Exceptions must be approved by BC Promotions, Inc.
  - You may sit/stand behind your table, next to your table (if space permits) or in front of your table AS LONG AS YOU ARE WITHIN THE PERIMITERS OF YOUR SPACE.
  - Any firm or organization not assigned space in the event shall not be permitted to solicit business within the event area or on the premises outside.
  - Vendor shall maintain their space in a clean, safe and present a positive appearance at all times.

Initials: \_\_\_\_\_



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For questions email: [vendorinfo@wee-cyclemart.com](mailto:vendorinfo@wee-cyclemart.com)

### Use of Display Space and Operating Restrictions: (Continued)

- No signs may be hung on the walls at any time.
- Vendors are to park in designated vendor/volunteer parking area so that close spaces are available to shoppers. PLEASE move your car as soon as you are finished unloading.
- Vendors are responsible for CLEANING UP their spaces. Bring a vacuum if necessary. Any vendor who leaves trash etc., will be assessed a \$100 fine and not permitted to return as vendor in the future.
- Vendors should smile and have a positive attitude throughout the event.
- Vendors should greet every customer that comes over to their table and should not be reading books, playing on laptops etc. as this does not give the event a positive feel. This is feedback we have heard from the shoppers.
- No walking babies or toddlers allowed to be in your booth at any time. No children belonging to vendors are allowed to play with toys for sale. If your children become a disruption or run around unsupervised, we reserve the right to ask you and your children to leave without refund.

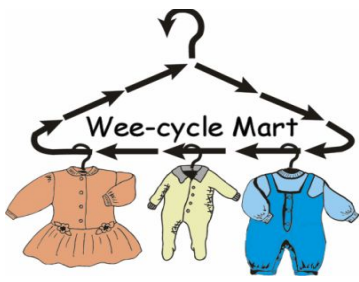
### 5. Vendor Hours of Set up and Operations: SET-UP TIMES ARE THE WEEK OF THE SALE:

- Thursday, from 2pm to 6pm. (Doors open 5pm for Volunteer Pre-Sale, 7pm for New Moms)
- Friday, 8am – 9am. Doors open to public 9am – 7pm. (set up on Thursday preferred)
- Saturday, 8am – 9am. Doors open to public 9am – 3pm. (set up on Thurs/Friday preferred)
- Sunday, 9am – 10am. Doors open to public 10am – 2pm.
- Break Down - No break down can occur before 3pm Saturday.
- You may also break down on Sunday 9am to 10am or after 2pm. NO take down DURING show hours.
- You are not required to be in attendance all days. However, **YOU MUST STAFF YOUR SPACE SATURDAY 9AM – 3PM FOR MOMSFEST.** If you have product to sell, please take precautions by covering table or putting product under table if not staffing your booth on optional days. BC Promotions Inc. is not responsible for lost or stolen products or display items. At no time during the event, can BC Promotions Inc., take sales for you. Please make arrangements to be staffed during all hours you have product out for sale.

6. **Liability and Insurance:** Vendor shall protect BC Promotions Inc., the Event Venue and all Volunteers, and to save them harmless from any and all claims for damage or lawsuits which may arise from injury, as well as lost or damage to property or persons occurring within the space occupied by the vendor. BC Promotions Inc., the Event Venue and all Volunteers shall not be responsible for the safety of any exhibit or vendor property in the case of loss by fire, robbery, theft, accident or any other destructive cause or for any injury that might occur to the vendor, his/her employees, guests or customers during the event. Vendor is hereby advised to carry insurance protection covering display materials against damage and loss and public liability insurance against injury in transit to, from, and within the confines of the vendor area, subject to the rules and regulations of the event.

7. Please check: \_\_\_\_\_ I do have insurance (please include copy with application) \_\_\_\_\_ I do not have insurance.

Initials: \_\_\_\_\_



## Wee-cycle Mart & MomsFest Vendor Application

Harford/Cecil County FALL Aug 1 – 3rd

[www.momsfest.com](http://www.momsfest.com)

For questions email: [vendorinfo@wee-cyclemart.com](mailto:vendorinfo@wee-cyclemart.com)

8. **Space Agreement:** By signing this vendor agreement, the vendor agrees to abide by these rules and regulations and by the decisions of BC Promotions Inc. with the understanding that failure to comply shall result in any agreement, whether written or verbal, to be considered null and void.
9. **Force Majeure:** In the event Wee-cycle Mart/MomsFest, on the dates herein specified, is canceled or prevented by reason of any governmental action, war or civil disturbance, act of God, fire, flood, hurricane, inclement weather, inability to obtain any necessary material or service or other cause beyond our control (event of force majeure) there shall be NO refunds, the risk of the same being solely the burden of the vendor.
10. **REFERRAL FEE:** All current vendors under contract that refer NEW VENDORS to this location event as well as future locations this season, will receive a \$25 referral fee in the form of a VOUCHER that can be redeemed off your NEXT event with us. Does not apply to shows paid in advance, instead discount will be taken from the next event you participate in at the time of registration and payment. NO LIMIT to the number of referral fees you may earn

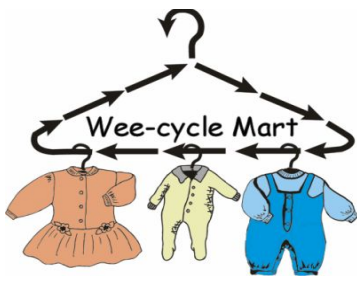
### **HOLD HARMLESS CLAUSE:**

Vendor shall assume all risks incident to or in connection with this Wee-cycle Mart/MomsFest and shall be solely responsible for damage or injury of whatever kind or nature, to person or property, directly or indirectly arising out of or in connection with the permitted activity or the conduct of vendor's operation. Vendor hereby expressly agrees to defend and save BC Promotions Inc., its officers, volunteers, representatives and venue lessors harmless from any penalties for violations of any law, ordinance or regulation affecting its activity and from any and all claims, suits, losses, damages, or injuries directly or indirectly arising out of or in connection with the vendor activity or conduct of its operations or resulting from the negligence or intentional acts or omissions of vendor or its officers, agents, employees or representatives.

PRINT YOUR NAME: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

APPLICANT'S SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_



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www.momsfest.com

For questions email: [vendorinfo@wee-cyclemart.com](mailto:vendorinfo@wee-cyclemart.com)

Company Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_ Website: \_\_\_\_\_

Please describe your product:

Vendor Pricing- Please indicate your choices:	Notes		
TABLE SPACE: Home Based/Commercial Business	_____ Spring \$150	_____ Spring & Fall Table \$250	\$150/\$250 \$ _____
BOOTH SPACE: Home Based/Commercial Business	_____ Spring \$200	_____ Spring & Fall Booth \$350	\$200/\$350 \$ _____
TABLE SPACE: Crafter: (100% hand-made product)	_____ Spring \$100	_____ Spring & Fall Craft Table \$150	\$100/\$150 \$ _____
BOOTH SPACE: Crafter: (100% hand-made product)	_____ Spring \$150	_____ Spring & Fall Non-Profit \$125	\$150/\$250 \$ _____
TABLE SPACE: Non-Profit	_____ Spring \$75	_____ Spring & Fall Non-Profit \$125	\$75/\$125 \$ _____
Electric - Bring your own 100' heavy duty extension cord	_____ Spring \$15	_____ Spring & Fall Electric \$30	\$15/\$30 \$ _____
Punch Card Listing for Saturday's MomsFest event	_____ Spring \$20	_____ Spring & Fall Punch Cards \$40	\$20/\$40 \$ _____
1 Brochure/Promo Item inserted in 500 attendee bags	_____ Spring \$20	_____ Spring & Fall Goodie Bags \$40	\$20/\$40 \$ _____

**For other marketing opportunities with us, please use Sponsor Application. \*\* If vendor does not take optional marketing opportunities, BC Promotions, may offer that service to another rep from same business.**

Muti show or referral discount **\$25x** ( \$ \_\_\_\_\_ )

**TOTAL DUE TO SECURE SPACE \$ \_\_\_\_\_**  
 All fees are non-refundable

**All Vendors must provide a free service/activity/give-away during Momsfest to every guest visiting your table. Your Drawing doesn't count. Other days are optional. You may set up Thurs/Fri/Sunday for FREE. Please let us know when you will be staffing your table:**

- \_\_\_\_\_ Thursday Pre-View Sale for volunteer, consignor, 100 new moms & 50 VIPs
- \_\_\_\_\_ Friday Open to the Public 9am - 7pm I will be there from \_\_\_\_\_ to \_\_\_\_\_
- Saturday MomsFest 9am - 3pm
- \_\_\_\_\_ Sunday - 50% off Day. (consigned merchandise only). Open to the Public 10am - 2pm
- \_\_\_\_\_ I will not be staffing the other days but prefer to leave materials on my table.
- \_\_\_\_\_ I will not need a table at all on Thurs, Friday and Sunday.

Please describe what your free activity or give-away at Momsfest will be for each MOM/KID: \_\_\_\_\_ Activity for: \_\_\_\_\_ Moms or \_\_\_\_\_ Kids  
 Description: \_\_\_\_\_

\_\_\_\_\_ I have enclosed a Check for \$\_\_\_\_\_. Make check to BC Promotions Inc.  
 \_\_\_\_\_ I would like to use Visa/Mastercard/Discover/Amex **Please PRINT CLEARLY!**  
 Name on Card: \_\_\_\_\_  
 Card #: \_\_\_\_\_  
 Exp. Date: \_\_\_\_ / \_\_\_\_ Security Code: \_\_\_\_\_  
 \_\_\_\_\_ Billing address on card same as above  
 I hereby agree to the above terms and fees.

**Mail to:**  
 10 Creek Side Court  
 Baltimore, MD 21220  
**Or FAX** 410-686-4730  
**Questions:** Ashely Titus  
[vendorinfo@wee-cyclemart.com](mailto:vendorinfo@wee-cyclemart.com)

Print Name \_\_\_\_\_  
 Signature \_\_\_\_\_ Date \_\_\_\_\_

**EVERYTHING SUBJECT TO CHANGE AT ANYTIME WITHOUT NOTICE**