2022 DBE Vendor Faire Agreement and Waiver of Liability

I, the undersigned, as Representative, Director, Agent, Manager, Employee, Owner of the organization of individual renting a booth agree that the Daughters of the British Empire (DBE) in the State of Kansas and the Abdallah Shriners Temple are not liable for any personal injury, damage or loss of vendor’s ware and equipment or loss of personal property, and I further agree to indemnify and hold harmless the Daughters of the British Empire (DBE) in the State of Kansas and Abdallah Shriners Temple, their representatives, heirs , and assigns from any claims arising as a result of the foregoing. Further, while on the Abdallah Shriners Temple property, I agree not to gamble, smoke, or consume alcoholic beverages.

I will follow all federal, state, and local laws governing retail sales tax. I understand the rules and regulations of the show and will comply. I realize that failure to comply may result in expulsion from the show.

Name (Printed)

Name (Signed)

Date:

Business Name:

Business Address:

Business Phone or Contact Phone Number:

Business Email Address:

Business Tax Number:

Because of the nature of the British Faire all vendors will be subject to approval. Please describe the nature of your business on the Business Type or Products Sold below.

Business Type or Products Sold:

Booth size 10 x 10 (includes 1 - 8-foot table and 2 chairs)

Early Registration - postmarked on or before August 1st, 2022 $35.00 per booth space

Regular Registrations - after August 1st, 2022 $50.00 per booth space

Number of 10 x 10 booths: (Before August 1st) x $35.00 =

Number of 10 x 10 booths: (After August 1st) x $50.00 =

Additional 8-foot Tables ($10.00) x $10.00 =

Total Amount of Vendor Tea in a Box ($20.00) x $20.00 =

Payment Amount & Form: Total Amount Paid Check # Cash

Please circle One Choice - these requests will be granted on a first come first serve basis

|  |  |  |
| --- | --- | --- |
| Same Area as 2019 Requested | Yes | No (if available based on different venue) |
| Electric Outlet Requested | Yes | No (if available) |
| Wall Space Requested | Yes | No (if available) |

Vendor Fee:

All vendors are responsible for paying the vendor fee. For vendor sales $0 to $500.00 the vendor fee is a flat $50.00. For vendor sales over $500.00 the fee is 10% percent of the total gross sales. The vendor fee will be collected at the end of the Faire on October 29th, 2022. If your vendor fee is not turned in that day you will not be invited to participate in the 2023 Faire.

Full refunds will only be issued if you cancel your registration before October 1st, 2022, in writing.

State of Kansas Sales Tax Information:

The State of Kansas requires that vendors pay state sales tax. Vendors may use their current registration number if they have one. If they don’t have a number they may register for their own number or use the number assigned to the Faire. All vendors will receive a packet before the Faire begins which will include a sales tax certificate and information explaining how to file their taxes if they are using the event registration number. Vendors wanting to get a Kansas registration number can do so by going to [www.accesskansas.org/businesscenter/index.html.](http://www.accesskansas.org/businesscenter/index.html) All vendors will be required to display a current Retailer’s Sales Tax Registration Certificate which will be included in the packet.

We will be offering vendors Tea in a Box this year. For those vendors who have attended in the past it will be the same as a vendor tea but will be served in a box instead of on a plate for convenience. The vendor teas have to be ordered in advance as we will not have food to fill Vendor Tea orders the day of the Faire. The Tea in a Box consists of:

 Egg Salad sandwich

Cucumber sandwich

Sausage Roll

Coronation Chicken in Phyllo Cups

Scone

Shortbread

Mini Lavender Cake

Fresh Fruit Tart

Cup of Tea

**If you have any questions please contact:**

Karen Garrison

Karen4dbe@sbcglobal.net

(708) 990-2301

**Mail this completed form along with your payment to:**

Alison Pearse

11105 W. 99th Place

Overland Park, Kansas 66214