



VENDOR BOOTH APPLICATION FORM

Sunday, September 21, 2025

10' x 12' space

Event admission is free to the public

This one day fair is a highly anticipated community event, held in tree-covered, grassy Durham Community Park. The fee is \$80 per space (limited to one space per Vendor), application must be RECEIVED (NOT POSTMARKED) by August 30th, 2025. Space is not reserved until payment is received, and will be assigned on a first come, first served basis. Confirmation of acceptance will be your canceled check. A vendor FAQ email will be sent out the week of the event with necessary details.

Please check one of the following boxes to indicate the type of vendor you are:

- ☐ Art & Craft
☐ Commercial

DESCRIPTION OF BOOTH, SALE ITEMS AND REQUESTS: _____

The Rotary Club of Durham does not supply canopies or electricity. Generators are not allowed. We recommend you bring your own canopy, as there is no guarantee of shade.

By request of Durham Park Department, there will be no overnight camping, nor setup of booths the day before the event.

Is this your first time at the Durham Harvest Festival? ____ If so, include photographs of your work with the entry form.

PLEASE INCLUDE:

1. **\$80 space application fee** - only one space per business/vendor (Check payable to Durham Rotary Club)
2. Completed Vendor Reservation form
3. Completed Agreement for Vendor Space
4. Photos if this is your first time applying to be a vendor at our event.

Send the necessary documents and fee to:

Durham Rotary Club
c/o Vendor Registration
P.O. Box 383
Durham, CA. 95938
Questions? Email : DurhamRotaryCA@gmail.com

AGREEMENT FOR VENDOR SPACE

ROTARY CLUB OF DURHAM HARVEST FESTIVAL SUNDAY, SEPTEMBER 21, 2025

Vendor Registration

P.O. Box 383

Durham, CA 95938

durhamrotaryca@gmail.com

THIS AGREEMENT is made by and between _____ and Rotary Club of Durham.

1. Rotary Club of Durham grants the Vendor the sole right to use for 2025 Durham Rotary Harvest Festival space _____, in which the Vendor agrees to sell and or exhibit only the following _____.

2. Rotary Club of Durham reserves the right to assign all space numbers in order to maintain properly the integrity and purpose of the show. All spaces are pre-assigned and will be given at check-in. Rotary Club of Durham will make every effort to assign appropriate spots, taking into account various factors including but not limited to ground imperfections and inappropriately placed trees.

3. The Vendor shall pay to the organization for the use of such space the sum of **\$80.00** payable to **Rotary Club of Durham**. Refund of payments received must be requested 45 days prior to the event.

4. Durham Rotary Harvest Festival will allow commercial vendors to exhibit in designated areas only. Rotary Club of Durham reserves the right to limit the number of commercial vendor booth spaces available in any given year. Vendors will be notified if booth space is not available.

5. Rotary Club of Durham reserves the right to permit only those products described in the contract and to prohibit any items, conduct, printed matter, advertising, souvenirs, and emblems presented by any Vendor and or their employees upon the premises that may affect the event. Rotary Club of Durham reserves the right to require removal of any items that are not described above.

6. The additional pertinent items printed on the application form are made a part of this agreement and the Vendor agrees that he/she has read this agreement, the conditions, rules and regulations, and understands that they apply, unless amended by mutual consent in writing by the Vendor and Rotary Club of Durham.

7. Durham Rotary Harvest Festival is open from 9:00 am to 3:00 pm. Set up begins at 7 am Sunday. Saturday evening set up is NOT ALLOWED. All packing, cases, crates, and debris of any kind must be removed from the Vendor space by 8:30 am.

8. **ALL** Vendor vehicles must be removed from the Craft area by 8:30 am. **No exceptions will be allowed.** Designated parking for Vendors is available on the day of the event.

9. All spaces must be open and staffed during all hours the grounds are open to the public during the course of the event.

10. This agreement is not binding upon the Vendor or Rotary Club of Durham until it has been signed by a representative of the Organization and the Vendor has paid full for the use of the described space.

11. All Vendors are required to have a California Resale Certificate on file. Please fill out and return the enclosed form if not on file with the Harvest Festival Committee.

Vendor name to be used in show advertising (if different that above) _____

Name and Title _____ Phone _____

Full Mailing Address (for show information) _____

Vendor Authorized Signature _____ E-Mail Address _____

Rotary Club of Durham _____ Date _____

California Resale Certificate

I HEREBY CERTIFY:

1. I hold valid seller's permit number: _____

2. I am engaged in the business of selling the following type of tangible personal property:

3. This certificate is for the purchase from _____ of the item(s) I have
listed in paragraph 5 below. [vendor's name]

4. I will resell the item(s) listed in paragraph 5, which I am purchasing under this resale certificate in the form of tangible personal property in the regular course of my business operations, and I will do so prior to making any use of the item(s) other than demonstration and display while holding the item(s) for sale in the regular course of my business. I understand that if I use the item(s) purchased under this certificate in any manner other than as just described, I will owe use tax based on each item's purchase price or as otherwise provided by law.

5. Description of property to be purchased for resale:

6. I have read and understand the following:

For Your Information: A person may be guilty of a misdemeanor under Revenue and Taxation Code section 8004.5 if the purchaser knows at the time of purchase that he or she will not resell the purchased item prior to any use (other than retention, demonstration, or display while holding it for resale) and he or she furnishes a resale certificate to avoid payment to the seller of an amount as tax. Additionally, a person misusing a resale certificate for personal gain or to evade the payment of tax is liable, for each purchase, for the tax that would have been due, plus a penalty of 10 percent of the tax or \$500, whichever is more.

NAME OF PURCHASER

SIGNATURE OF PURCHASER, PURCHASER'S EMPLOYEE OR AUTHORIZED REPRESENTATIVE



PRINTED NAME OF PERSON SIGNING

TITLE

ADDRESS OF PURCHASER

TELEPHONE NUMBER

()

DATE