

VENDOR GUIDELINES & RULES

All Vendors:

- Must have and provide a copy of General Excise Tax License
- Must pay taxes required by law on sales of goods or services at this fair
- Prices should include the excise taxes to be paid by the customer
- Supply one door prize at event
- Interaction and hands on demonstrations are required for all vendors

Priority will be given in the following order to vendors for participation:

- Molokai Businesses
- Made on Molokai Products/Services
- Date application received
- Variety of products offered at event

You are responsible for:

- Booth banners & signs
- Table display and supplies
- Staffing of your booth during the entire event
- Cash or Credit card sales transactions
- Area maintenance and cleanup
- Restocking throughout event and abiding by set hours
- Completion of the Event Vendor Survey Form provided by the Chamber

Other:

- Set up at 8:00 am
- Clean up not prior to 4:00 pm
- Deadline to sign up is Friday, November 6, 2009
- Deadline to cancel for refund is Friday, October 30th

Your fee Includes:

- Assigned/Reserved space at Mitchell Pauole Center
- One 8' table and Two Chairs
- Security
- Vendor parking area / passes

QUESTIONS – CONTACT EVENT COORDINATOR

DAWN BICOY

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