

# Frontline Ministries Inc. 1st Annual Vendor Expo Extravaganza Registration Form

DEADLINE FOR REGISTRATION – Jan 15, 2020

## Organization or Business Name \*

## Contact Person \*

Prefix      First Name      Middle Name      Last Name      Suffix

## Address \*

Street Address

Street Address Line 2

City      State / Province

Postal / Zip Code

## Phone Number \*

Area Code    Phone Number

## Alternate Number

Area Code    Phone Number

## Social Media Tags: (if applicable)

## E-mail \*

### Please choose one: \*

Merchandise

Information

### Describe all items that will be sold. If food, a specific list must be included:

REMINDER: Vendors selling the same items will be limited and accepted according to a first come, first served basis.

This is a FREE entry event, feel free to invite your customers, friends, social media friends and family to meet you at the Expo.

Methods of Payment: ALL PAYMENTS MADE PAYABLE TO FRONTLINE MINISTRIES INC.

Check by Mail: Send to Frontline Ministries, Inc. 516 Jefferic Blvd. Dover DE, 19901

CASH APP to: \$FrontlineMinDE

Givelify: Frontline Ministries>

### Vendor Guidelines & Requirements

1. In an effort to provide optimal sales for vendors we limit similar vendors on a first come, first served basis.
2. Vendors selling food or drinks must have a Delaware Business License and current Temporary Food Service Facility Permit. Both must be included with application and displayed at booth. Contact the office by Phone: 302-744-4500 or [www.dprdelaware.gov](http://www.dprdelaware.gov) to obtain a permit. Proof of liability insurance is also required with your application, see County Vendor Requirements on website.
3. If you have special needs regarding space, access to water or location, it must be noted with your application.
4. Insurance Requirements: All vendors with food, proof of liability insurance must be submitted with your application.
5. Non-profit organizations must provide proof of non-profit status with registration form.
6. To secure your space all required documentation, a completed and signed application with full payment must be submitted.

7. You must agree to be set-up by 9:00am and remain set-up until 2:00pm.

8. Enclosed is my check or money order in the amount of \$\_\_\_\_\_ which is my vendor fee (For use on printed applications).

EARLY BIRD FEE- \$40 prior to JANUARY 2, 2020 \$50 thereafter

I have read and agree to abide by all rules and requirements set forth by the Frontline Ministries Inc., Vendor Expo Extravaganza Committee and Kent County. I understand the importance of listing the items which will be sold from my booth. I further certify that I will have all proper insurance, licensing and permits necessary in effect for Jan 18, 2020.

**By entering your full name, you agree to the guidelines and requirements outlined above? \***