

SEABEE DAY 2017

VENDOR APPLICATION

April 8, 2017

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ENTERTAINMENT • ARTS & CRAFT VENDORS • MILITARY DISPLAYS

The festival will be a day long (9 a.m. to 4 p.m.) event taking place on board the Naval Construction Battalion Center in Gulfport April 8, 2017. If your organization is interested in participating in SEABEE DAY by selling food or crafts, please complete the application below. Send a check or money order payable to MWR fund, include your driver's license number and state, phone number, command and/or rank if applicable to: Morale, Welfare, and Recreation, NCBC Gulfport, 1706 Bainbridge Ave. building 352, Gulfport, MS 39501. Attn: SEABEE DAY 2017.

***BOOTH = we provide a 10'x10' booth space, you provide the rest.**

Please Check One:	BOOTH*	Number of Booths	What is being offered/sold (please be specific)	Annotate electric requirement. None, 110 or 220
NCBC Group (FRG, FFSC, Battalion, etc.) (no food/drink giveaways please)	<input type="checkbox"/>			
Non-Profit Group (no food/drink giveaways please)	<input type="checkbox"/> (\$30)			
Vendor	<input type="checkbox"/> (\$80)			
Food Vendor	<input type="checkbox"/> (\$125)			
Food Vendor Trailer	<input type="checkbox"/> (\$150)			

****Note: There is no clean up fee; however, if areas not cleaned upon departure, vendors could be denied a space the following year. Oil MUST be disposed of in the oil receptacle or taken by vendors. All trash MUST be placed in the dumpster and not left behind.**

Organization:		
Name for <u>ALL person(s)</u> working booth:		
Contact Person:		
Phone (day):	Phone (evening):	
Mailing Address (street):		
City:	State:	Zip:
Email address:		Website address:

ADDITIONAL INFORMATION: You will be required to keep up with your own sales tax. We will not be collecting tax forms. You are required to do this by the Mississippi State Tax Commission. This event will take place rain or shine. No refunds will be given.

BOOTH AND SPACE ASSIGNMENTS: Will not be reserved until payment is received. Booth locations will be available Saturday, April 8 beginning at 6 a.m. at the information booth. Vendor space assignments with instructions will be e-mailed to you at least one week prior to the event. Reservations for booth vendors will be taken until noon March 24, no exceptions, because it must be processed through Security at least two weeks prior to the event. All non-DOD personnel working in a vendor booth must fill out the security screening form and no access forms will be accepted after this date. **NOTE: Booth rental fees will not be returned due to failure to provide access forms by March 24.** Vendors selling food must sign a mandatory waiver for food handling which will be available to you upon check in. **Booth coordinator is NCBC Public Affairs at ncbc_gpt_pao@navy.mil or 228-871-2699/3662.**

NOTE: NCBC Gulfport has heightened security measures in place. All vehicles and personnel entering the base are subject to search. Prohibited items include but are not limited to backpacks, skateboards, bicycles, glass containers, pets, alcohol and weapons. The cooperation and patience of guests is greatly appreciated. **MWR HAS EXCLUSIVE RIGHTS TO VEND ANY AND ALL ALCOHOLIC BEVERAGES.**

PLEASE READ AND SIGN:

I hereby agree to pay the required fee for the booth space requested. My space or booth will not be reserved until payment is received. *If check is returned unpaid, I authorize an electronic debit of my account for the check amount and all (applicable) service fees, taxes and related expenses as permitted by law.*

The Seabee Day Committee grants the vendor the right to use a 10 x 10 foot space as indicated on this contact with the necessary rights of ingress and egress. Vendor may bring vehicles into the event area for the purpose of unloading and loading prior to event starting and after event is over. Vendors shall at their own cost, protect, maintain and keep order in the booth space. All that is provided is the 10x10 space you have paid for. Vendors are required to provide own tents/tables/chairs/water. Guests found in violation of base regulations and state or federal law will be subject to removal from the base and prosecution. Vendors shall be liable for any damage done to space as a result of their use and shall make repair or monetary compensation as directed by the event coordinator. Use of booth space shall be limited to the purposes specified on the application. **Vendors shall indemnify and hold harmless the Government, its officers, agents, servants and employees from all liability under the Federal Tort Claims Act (62 Stat 869.982, 28 USC Sec 2671, 2680) or otherwise, for death or injury to all persons, or loss or damage to the property of all persons resulting from the use of the premises by the vendor.**

Date: _____

Signature: _____