

# VENDOR GUIDELINES

Want a chance to sell goods or services, or to share your organization's important work? Sign-up today to be a Monroe PRIDE Vendor! We're looking forward to you being a part of this fun-filled family friendly event featuring diversity, crafts, jewelry and clothing, information from LGBTQIA+ organizations, samples, and giveaways.



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## VENDOR INFORMATION

- Event hours are 12-4pm. Booth set-up starts at 10am, and needs to be complete by 11:30 a.m.
- Cost: \$50.00; includes an allotted space of 10'x10'
- Vendors are expected to provide their own shelter, canopies, tables, and chairs.
- All canopies must be secured with weights. You are not permitted to anchor canopies with spikes.
- Booths may not be shared (one organization per booth).
- Specific booth placement is not guaranteed.
- This is a family friendly event. Behavior and exhibits that are obscene, sexually explicit, or indecent are not permitted.
- Vendors are responsible for set-up and take-down, including cleaning of all trash and debris in your assigned area.
- Information or merchandise presented must contribute to the overall well-being of the community and must align with the spirit of Monroe PRIDE.

## PRIDE PASSPORT PROGRAM

Visitors will be given a swag bag upon entering the event. Each bag will contain a "passport" to be stamped by participating vendors in exchange for an item to add to their swag bag. Your donation item can be a sample, a product, a sticker, or other fun item, and doesn't need to be directly related to your business. If you're interested in participating, please email [pridevendor@monroeequitycouncil.org](mailto:pridevendor@monroeequitycouncil.org) by May 13 to have your business included in the passport program.

## OUR ASK OF YOU

Please decorate your space to reflect the event celebration. Vendors really stepped up last year with their creative, festive booths that really added to the overall joy and enthusiasm for the event. Have fun and be creative! Event graphics provided upon request.

## 2022 MONROE PRIDE VENDOR APPLICATION

### VENDOR INFORMATION

Name	Phone Number	
Company	Email Address	
Address		
City	State	Zip

### NON-PROFIT & BUSINESS VENDORS

*Check one:*

Non-Profit or Community Service Group  
 For-Profit or Private Business

### VENDOR TYPE

*Category:*

Food

Arts & Crafts

Small Business

Social Services, Faith Community, Community Services, other Non-Profit

Details/Description:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I certify that the above information adequately represents the information and/or business I wish to present at the 2022 Monroe PRIDE event and understand that acceptance into the event is not guaranteed and will be determined based on the information represented above. Vendor agrees that any anti-LGBTQIA+ product, information or decoration is not allowable and will result in a termination of contract and removal of booth without refund. By submitting this application I affirm that gender is non-binary and all consensual expressions of sexual identity and orientation are legitimate and I will use and respect others' preferred pronouns throughout the event.

The Vendor agrees to accept full responsibility for the quality of any and all goods sold by the vendor and the vendor's organization at the 2022 Monroe PRIDE event.

I (we) and our heirs, executors, and administration further agree to waive and release any and all rights and claims or damages we may accrue against the Monroe Equity Council, the City of Monroe, and their representatives, successors and assignors for any and all injuries suffered by us or any of us at the 2022 Monroe PRIDE event.

Vendor booth space is \$50.00 and is due within 3 days of application. Venmo @monroequitycouncil  
There is no charge for food vendors.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Application Submission Deadline is May 20, 2022**

**Email to: [pridevendor@monroequitycouncil.org](mailto:pridevendor@monroequitycouncil.org)**