



WYNBROOKE ELEMENTARY THEME SCHOOL PTA

www.WynbrookePTA.com

440 Wicksbury Way

Stone Mountain, GA 30087-4769

March 31, 2014

Dear Vendor,

Thank you for expressing interest in purchasing vendor space at the annual Wynbrooke Theme School Spring Carnival. The event will be held on our school campus Saturday, May 3rd from 12:00 p.m.-5:00 p.m. This is an excellent opportunity to expose your business to hundreds of parents, students and residents in our local community while having a wonderful time in a family friendly atmosphere.

Please note, vendor spaces will be given on a first come, first serve basis in order to limit the amount of duplicate merchandise and services. The food and retail vendor fee is \$75.00. There is a \$50 early bird fee for vendors that pay prior April 18, 2014. Fees have to be received by that date. The form does not count for the early bird special. The flat fee for school organizations and scout troops is \$25. Please complete the vendor booth application and return, with fee enclosed, to the address listed above.

For more information please contact Doryiane Gunter, Spring Carnival Vendor Coordinator. The Wynbrooke Elementary PTA thanks you for your support of this event and future school activities.

Doryiane Gunter
Vendor Chairperson, Wynbrooke PTA
dwgunter@bellsouth.net
404.309.9902-Cell



Thank you for your support of Wynbrooke Elementary Theme School and Wynbrooke PTA.



SPRING CARNIVAL VENDOR APPLICATION

Wynbrooke Elementary Theme School

www.wynbrookepta.com

Saturday, May 3, 2014-12:00 p.m. to 5:00 p.m.

Organization Name _____

Contact Person _____

Address _____

City/State/Zip _____

Contact Phone Number _____ Email _____

Please check the appropriate booth needed for your services:

Retail Vendor _____ Food Vendor _____ Services _____

ELECTRICAL OUTLET NEEDED ___ Yes ___ No (You will need to provide your own cords.)

Describe what you will be selling and any displays or literature you will have at your space. Please be specific. All items must be approved before being allowed to be sold or distributed on school campus. The carnival committee reserves the right to determine if items sold are appropriate. Out of respect for all vendors, if items that are not listed on this form are being sold, the vendor will be asked to shut down table and leave the carnival.

Vendor Agreement:

I have submitted a check made payable to Wynbrooke Elementary PTA with this application in the correct amount.

Early bird fee until 4/18/2014 _____ \$50

Regular Fee due 4/25/2014 _____ \$75

School Organizations and Scout Troops _____ \$25

Deadline: Application and fee must arrive by April 25, 2014 at 440 Wicksbury Way, Stone Mountain, GA 30087

I agree to the following:

- Set up will begin at 10:00 a.m., Clean-up should be completed by 7 p.m.
- Each vendor will have one (1) 6 foot table and 10 foot area. Tents and canopies are welcome and strongly encouraged.
- Large/clear signage must be placed on the tent or table describing services.

I, _____ hereby sign this liability disclaimer form on the ___ day of _____. I understand that all activities I participate in this event are done out of my own risk and I accept all responsibility.

I agree not to bring any claim against the organizers of this activity or officers involved in the event. I release any and all responsibility for any loss or damage to my merchandise sold on the school premises. I have read and accepted the terms of this liability disclaimer agreement.

Signature of Applicant

Date



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