

HOTC Regatta Vendor/Exhibitor Application

Each September, the Cleveland Rowing Foundation hosts the Head of the Cuyahoga Regatta, drawing approximately 3,000 athletes and spectators from 30+ cities in 10+ states to our waterfront boathouse.

YES, my business, _____, would like to register as a vendor/exhibitor for the **Head of the Cuyahoga Regatta** on Saturday, **September 20th** at the **Cleveland Rowing Foundation**.

This application is being reviewed and completed by:

Name: _____ Title within organization: _____

My business is a:

☐ Home Business ☐ For-Profit Corporation ☐ 501(c)(3) Nonprofit ☐ Government Agency

My exhibit requires:

- ☐ 3' X 8' table with 2 chairs
- ☐ 10' X 10' tent - please see vendor/exhibitor fee listing below
- ☐ access to electricity - **CRF is not responsible for providing extension cords/surge protectors**

If your exhibit uses electricity, please list all devices that will be plugged in:

At the **\$50 exhibitor fee** level, CRF will provide you a table & chairs.

- ☐ I acknowledge that as an exhibitor, I will not make any profit from my activity on the day of the HOTC
- ☐ I will pay \$50 to be a exhibitor at the CRF HOTC Regatta
- ☐ I will supply my own tent

At the **\$75 vendor fee** level, CRF will provide you a table & chairs or space if you are a standalone food truck.

- ☐ I will pay \$75 to be a vendor at the CRF HOTC Regatta
- ☐ I will supply my own tent

At the **\$125 vendor/exhibitor fee** level, CRF will provide you a table, chairs, & 10' x 10' pop-up tent.

- ☐ I will pay \$125 to be a vendor/exhibitor at the CRF HOTC Regatta

My exhibit includes:

- ☐ Merchandise sales - please describe: _____
- ☐ Food sales - please describe: _____
- ☐ Information distribution - please describe: _____
- ☐ Activity - please describe: _____
- ☐ Other - please describe: _____



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Exhibit title: _____

Contact person: _____

Contact email: _____

Contact phone: _____ Alt. phone: _____

Business address: _____ City, State/Zip: _____

Business website: _____

Facebook page: _____

Twitter account: _____

Instagram account: _____

Please note:

- ~ In order for the Regatta to begin on time, vendors will need to be parked and onsite by 6:00am.
- ~ Two weeks prior to the event, vendors/exhibitors will receive additional information from CRF via email, including specific setup & teardown times and directions to the boathouse.
- ~ Vendors/exhibitors will be required to provide proof of insurance.
- ~ Vendors/exhibitors may not sell or distribute alcoholic beverages.
- ~ Vendors/exhibitors must staff their own booths during the regatta.
- ~ Vendors/exhibitors & staff are responsible for their own display, materials, cash, valuables, and any other property. CRF will not take responsibility for any items on the premise.
- ~ For everyone's safety, materials/activities must be confined to the area behind or beneath your table.
- ~ Recycling containers and trash receptacles will be provided throughout the grounds.
- ~ Be sure to clean up your booth area after the event concludes.
- ~ CRF will not be responsible for anything left behind after teardown.

☐ I acknowledge that this is an outdoor event and will adapt accordingly.

☐ I acknowledge that CRF is not responsible for my property, including any theft or damage.

☐ I acknowledge that CRF is not responsible collecting or reporting sales tax.

☐ I acknowledge that CRF is not responsible for guaranteeing the sale of any merchandise.

Please provide any additional information, requests, or questions:

Any questions or concerns? Please contact Kirk Lang, Executive Director of the Cleveland Rowing Foundation, at clevelandrowing@gmail.com or 216.308.4183.

My signature below is my business's acceptance of all provisions listed above and those to be provided in the future. I understand and agree to be bound by them:

Business Representative Signature

Date

