

June 17, 2017 11am till 8pm in Eastport  
**21st Annual Eastport-a-Rockin'**

MAIL: Back Creek Benefits 506 President St, Annapolis MD 21403  
or EMAIL: [information@eastportarockin.com](mailto:information@eastportarockin.com)

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**Vendor Registration Form 2017**

Company \_\_\_\_\_

Contact Person \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Best way to contact prior to event: \_\_\_\_\_ Best way to contact day of event: \_\_\_\_\_

Website \_\_\_\_\_

1. Description of Services to be offered:

Check One: For-Profit  Non-Profit

Check One:  Merchandise  Personal Services  
 Other \_\_\_\_\_

\*All vendors must be in possession of a peddler's permit from the city. For more information, visit [www.annapolis.gov/government/forms-permits-and-licenses/forms-permits-and-licenses-in-alphabetical-order](http://www.annapolis.gov/government/forms-permits-and-licenses/forms-permits-and-licenses-in-alphabetical-order).

2. Check if you will need: Folding Tables (\$15 each)  qty \_\_\_\_\_ Folding Chairs (\$5 each)  qty \_\_\_\_\_  
Electrical Outlet (\$25)  (Bring extension cord)

3. Questions? Call 410-916-5500

Eastport-a-Rockin' will be held  
**RAIN OR SHINE - Saturday, June 17, 2017**  
**From 11am until 8pm**  
**On Second Street from Eastern Avenue to the Waterfront**

Vendor agrees to hold Back Creek Benefits harmless from liability for any injury, damage or loss related to the event.

<p>FINAL REGISTRATION DATE: May 26 (\$50.00 late fee applies) Non-Food Commercial Vendors (Separate application for Food Vendors) Second Street Spot \$225.00 <input type="checkbox"/> Bay Shore Avenue Spot \$175.00 <input type="checkbox"/> Horn Point Harbor Spot \$200.00 <input type="checkbox"/> Non-Profit, Non-Political Organizations \$100.00 <input type="checkbox"/> (must submit copy of MD Non-profit certificate with application)</p> <p>Please make check or money order payable to <b>Back Creek Benefits, Inc. NO CASH</b></p>
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Authorized signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Signing this application indicates you have read, understood, and agree to comply with event rules.

Received By: _____	Date: _____
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## 21st Annual Eastport-a-Rockin'

Please read ENTIRE APPLICATION before signing and returning. Booth description/layout sketch are REQUIRED.

1. Vendors are responsible for timely arrival. **Setup is between 9:00 - 10:00am Saturday morning.** Space is forfeited if not occupied by 10:00 a.m. **Vehicles will not be permitted to arrive earlier than 9:00am** or remain on site after 10:00 am, except where prior arrangement is made with Back Creek Benefits. Vendors are responsible for cleaning and restoring their area to its original appearance by 9pm. You are responsible for finding parking outside the festival– street parking is available.
2. **Event will be held RAIN OR SHINE.** No refunds, no exceptions. This is an outdoor event. We plan on providing good weather, but can't promise it!
3. Each vendor will receive an assigned 10' x 10' space. Vendors needing a larger space may be required to pay an additional cost. Please contact Back Creek Benefits for more information. Flexibility is required as some sites abut sidewalks and public rights of way. Please note in space below if your site plan is not flexible or you require a completely flat area.
4. **Vendors provide their own assistance, tents, tables and chairs.** Tables and chairs may be rented from the Festival for \$15 and \$5 each, respectively. **If you require electric, please bring extension cords and include this need in your booth space description below.** There is a \$25 charge for provision of an electrical outlet. All tents must be approved for fire-safety – the fire inspector will be on site on Saturday morning to check tents.
5. **Absolutely NO BEVERAGE SALES of any kind. No Food Sales of any kind without a separate completed and approved Food Vendor Application form.**
6. Every attempt will be made to keep each vendor site unique. **List all products to be sold in the space below.** Vendors are required to supply and maintain at least one garbage can at their booth.
7. **All payments MUST be made in advance. Due date is May 26. Failure to pay in full prior to event nullifies application. Checks MUST be made payable to Back Creek Benefits, Inc.** An application is considered a commitment to the festival.
8. Applications do not confirm acceptance into event. Confirmation is made via mail (receipt) or phone call. Please list a number where you can be reached. Money will be refunded for any application that we are not able to confirm.
9. Vendors are responsible for their own insurance. Please provide proof of insurance. Back Creek Benefits, Inc. is not liable for any loss, theft or damages to property caused by fire, casualty, acts of God or man to merchandise or person. Back Creek Benefits, Inc. will not be held liable for damage or loss to personal property or for injury to persons or employees while on the premises. An accepted/confirmed vendor agrees to assume full responsibility to prevent these occurrences, provide insurance and secure against anticipated loss. This event will be held rain or shine. No refunds, no exceptions.
10. Signing this application indicates you have read, understood, and agree to comply with event rules. Back Creek Benefits, Inc. reserves the right to dismiss any vendor who violates the contract.

Name: (please print) \_\_\_\_\_

Company Name: \_\_\_\_\_

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Vendor Applicant Signature

Date

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**Please Sketch Your Booth Layout Here or Attach Layout to Application (Required)**

