



THE CENTER

Vendor Display Schedule and Rules:

Please sign, date and bring with you on day of event

Schedule for Vendors

- 9:00AM – 11:00AM Setup time
- 12:00PM - 4:00PM Event time
- 4:30PM – 5:30PM Breakdown time

Please note:

- Vendors must stay for the entire event.
- Vendors must provide staffing for their own tables
- Donation solicitation and proselytizing is prohibited.
- All areas must be kept clean and organized.
- All trash must be removed by vendors
- All canopy tents must be stabilized to prevent movement in the event of bad weather; however they CANNOT be staked into the ground and must be secured through the use of water jugs or sandbags.

Please initial to agree to terms: _____

RELEASE OF LIABILITY:

I hereby release the MOHAWK VALLEY RESOURCE CENTER FOR REFUGEES (The Center), and the CITY OF UTICA from any liabilities that may occur at this event.

Vendor Signature: _____

Date: _____