



# OCTOBER 20, 2018 VENDOR

## Become a DOGtoberfest Vendor

Join Rockstar Canine Rescue & Sanctuary's efforts to save dogs lives by becoming a vendor for the 7th Annual DOGtoberfest Halloween Pet Festival! Our festival attracts local and independent crafters, businesses, food, live music, and all things pet-related to a crowd of over 1000 community enthusiasts ready to experience the excitement of Halloween, Pet-Style.

Vendor opportunities help fund our cause, as well as get your business seen by the community throughout the event itself. DOGtoberfest has quickly grown to become Arizona's #1 Halloween Pet Festival, doubling in size by way of vendor participation and community attendance within just the last three years and we expect this year's event to be even BIGGER!

Be a part of something GREAT... and spooky!



## LOCATION

Hance Park

67 W. Culver Ave Phoenix  
PHOENIX, AZ 85003

5 pm – 9 pm

## BOOTH SPACE

**\$150** Single Booth

10' x 10'

(\$100 for 501(c)3 non-profit  
organizations)

## Deadline for vendor

**submissions is  
October 6, 2018**

## Email to inquire

ROCKSTAR RESCUE'S  
DOGTOBERFEST

[info@rockstarrescueaz.org](mailto:info@rockstarrescueaz.org)





858-876-2558

[rockstarrescue.org/DOGtoberfest](http://rockstarrescue.org/DOGtoberfest)



# 2018 Vendor Packet

The 7<sup>th</sup> Annual DOGtoberfest will feature local and independent crafters, businesses, food, live music, and all things pet-related! Hosted by Rockstar Canine Rescue & Sanctuary (RCRS), DOGtoberfest will welcome over 1000 community enthusiasts ready to experience the excitement of Halloween!

-  Location: Hance Park, 67 W. Culver Ave Phoenix, AZ 85003
-  Time: 5pm – 9pm (setup 2-4:30pm, teardown 9-10pm)
-  Application Deadline: Saturday, October 6<sup>th</sup>, 2018 – **NO EXCEPTIONS**
-  All invoices must be paid **in full** by Saturday, October 6<sup>th</sup>, 2018

Vendors must align with the following themes: *Pets, Halloween, or Rock 'N Roll*



**This is a *Halloween* event and ALL BOOTHS MUST be decorated accordingly!**  
(Spider webbing, hanging ghosts, etc.)

Send your completed 2018 DOGtoberfest Vendor Booth Application Form and Vendor Terms & Conditions to [info@rockstarrescueaz.org](mailto:info@rockstarrescueaz.org) or mail to address below by **October 3, 2018**.


Limited space available—get your application in today!


Rockstar Rescue  
Attn: DOGtoberfest  
530 E McDowell Rd. #107-269  
Phoenix, AZ 85004


Rockstar Canine Rescue & Sanctuary is a 501c3 non-profit dog rescue. Any vendorship, sponsorship, items, equipment, and/or funds donated are 100% tax-deductible. | EIN #45-3272239

[info@rockstarrescueaz.com](mailto:info@rockstarrescueaz.com)


# Vendor Guidelines


 Vendors may apply by submitting a 2018 DOGtoberfest Application by email to [info@rockstarrescueaz.org](mailto:info@rockstarrescueaz.org) or by mail to the address listed below. Applications will be accepted until Saturday, October 6, 2018 (NO EXCEPTIONS). Limited space is available for Merchant Vendors.


 Applications and products are accepted on their own merit, not a first-come, first-serve basis. Priority consideration will be given to vendors selling handmade items that are specialty in nature, made from scratch or focused on local production within the State of Arizona. Rockstar Canine Rescue & Sanctuary (RCRS) and its staff reserve the right to refuse participation by any applicant for any reason. RCRS reserves the right to manage the 2018 DOGtoberfest Event at their sole discretion.

 No applications will be accepted once registration is closed. If selected, vendors will be issued a PayPal invoice that must be paid by 12 noon on Saturday, October 6, 2018 (NO EXCEPTIONS). Applications are considered approved once payment is processed. Check and money orders made payable to RCRS are accepted and can be mailed to:


Rockstar Rescue  
Attn: 2017 DOGtoberfest  
530 E. McDowell Rd. #107-269  
Phoenix, AZ. 85004

 Applications must be approved in order for vendors to participate. Only vendors that receive confirmation of acceptance will be allowed to vend in the 2018 DOGtoberfest. Notifications that include check-in times, details of event site specifics and other important day of information will be sent upon payment receipt.

 Vendor applications are to be filled out entirely and accompanied with the following information: images on a website, online store, or photo archive link where the committee can review your work. We do not accept physical samples of work. Incomplete applications will not be accepted.


 Applicant acceptance is determined by the 2018 DOGtoberfest Committee and RCRS board. We use a variety of criteria to determine acceptance, which includes but is not limited to:

- How your item(s) fit in with our vision of DOGtoberfest
- The quality, innovation and uniqueness of your wares.
- How your item(s) are represented in your photos/website.
- If your item(s) are made by your hands, or if some of your designs are produced/manufactured elsewhere.
- If your work falls into the categories of: Fine Art, Fine Craft, Handmade, High Quality Vintage/Salvage or Supplies (please see below for a definition of terms)
- The average price of your items falls within the typical range of \$1-\$250

 Fine art/crafts for sale and display at DOGtoberfest must be handmade and represented by the artist, a member of an artist collective, or business representing the artist. Vendors must be independently owned, operated and not affiliated with any state or national franchise. Priority consideration will be given to vendors creating items that are specialty in nature, innovative, which show skill and process and are produced locally. Merchandise must be family-friendly and not mass produced. Mass produced items include standardized items made in large amounts, especially in assembly lines. No items made with licensed or trademarked fabric (for example, NFL logos, Disney Characters, Hello Kitty, Celebrities, etc.). No "Fan Art."


### *Definitions of Terms:*


- Handmade: innovative and original items produced using traditional craft methods but not based on any existing patterns or products.
- Collective: a group of artists/crafters that combine their skills to make and sell handmade products. This could mean that each member of the collective contributes to one final product; or that each artist makes their own creations and then band together to share in the overhead, producing or selling their work. (i.e. sharing studio space, booth space, printing and advertising)
- Business Representing an Artist: A representative from a gallery or art boutique or someone who professionally makes a living representing individual artists on a local or national level. An Independent Artist Representative would need to show history of client representation and have at least three references that could verify professional status.
- Vintage/Salvage: Items 20 years and older and of high quality.
- Supplies: Include handmade tools for crafting (hand cut stamps, hand-dyed yarns and ribbons, original patterns, handmade needles/hooks/looms), original “kits” (defined as a project or object whose concept is original to the seller and is hand produced and packaged with instructions for the customer), unique and hard to find crafting supplies (i.e. paper ephemera, vintage buttons, beads, vintage fabric remnants).

 All Vendors assume responsibility for the appropriate payment of all taxes and other charges under applicable federal and local law. Vendors are required to have a complete and thorough understanding of the laws, ordinances, and regulations established by the State of Arizona and the City of Phoenix. DOGtoberfest operates with a Special Event Permit from the City of Phoenix. Please refer to each individual department questions or concerns regarding licenses and permits. RCRS and the 2018 DOGtoberfest Committee is not responsible for inaccurate information.

Arizona Department of Revenue  
License Compliance Unit  
3191 North Washington, Suite 1  
Chandler, AZ 85225  
480.545.3500  
www.aztaxes.gov

City of Phoenix Finance Dept.  
License Services Section  
Calvin C. Goode Bldg.  
251 W. Washington Street, 3rd Floor  
Phoenix, AZ 85003  
602.262.4638  
www.phoenix.gov/plt


 While we try to process each application quickly, it can take time for all submitted applications to be reviewed. Applications are considered in the order in which they are received. Notification of acceptance or denial will be given no later than Saturday, October 6, 2018.

 **Animal Rescue Organization Guidelines**– Animal Rescue Organizations will not be allowed to participate as a vendor at DOGtoberfest. If animal rescue organization employees/volunteers other than RCRS choose to attend, advertising/marketing/adoptions will not be allowed. This will be strictly enforced during the event and any rescues observed on-site performing any of the above actions will be politely asked to leave.

### **Vendor Booth Space Options:**

- o Single Booth – 10’ x 10’ – \$150 (*\$100 for 501(c)3 non-profit organizations\**). Tents are allowed but not provided by RCRS or DOGtoberfest committee. Vendors must bring their own or rent them from an outside source.

*\*Note: To receive non-profit pricing, a copy of your 501(c)3 status determination letter by the IRS must accompany your vendor application.*

 **Cancellations:** 2018 DOGtoberfest is a RAIN OR SHINE event, despite extreme temperatures, high winds, dust storms and any and all weather conditions. Vendors are expected to support the event despite inclement weather or other emergencies. In the event that a cancellation is necessary, the vendor is required to provide RCRS written notice no less than 10 days before the event. **No refunds will be given under any circumstances.**

# Participation Agreement

You hereby agree to hold harmless and indemnify Rockstar Canine Rescue & Sanctuary (RCRS), its organizers, volunteers, underwriters, sponsors, employees, as well as any property owners where the 2018 DOGtoberfest occurs and the owners of any 2018 DOGtoberfest related property for any action relating to the event including theft, damage or injury. Vendors agree to pay any reasonable attorney fees and costs incurred by RCRS as a result of actions by the vendor which are covered by this agreement. As the organizer and promoter of 2018 DOGtoberfest, RCRS reserves the right to refuse participation to any individual or organization in its sole and absolute discretion.

Your business contact information may be included in 2018 DOGtoberfest and/or RCRS media.

Your signature on the 2018 DOGtoberfest Application Form signifies that you understand all terms outlined herein and agree that these terms represent a contract and that no other agreement shall be binding between the parties unless in writing and signed by an authorized representative of RCRS. RCRS may at any time for any reason amend the terms of this agreement to be effective immediately or as otherwise specified and participants agree to comply.

Rockstar Canine Rescue & Sanctuary is a 501(c)3 non-profit organization.

Questions? Additional questions or concerns should be directed to:

Jamie Harper  
CEO & Founder  
Rockstar Canine Rescue & Sanctuary  
[info@rockstarrescueaz.org](mailto:info@rockstarrescueaz.org)  
RockstarRescueAz.org



# Vendor Booth Application Form

Business Name: \_\_\_\_\_

Owner Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Circle one:        **VENDOR (*BUSINESS/CRAFT*)**        **NON-PROFIT**

Indicate Booth Amount/Space desired: \_\_\_\_\_ 10' x 10' – \$150 (*\$100 for non-profit organizations*)

Please list any items you wish to sell or distribute at DOGtoberfest. Attach photos and/or URL where items can be viewed: \_\_\_\_\_

\_\_\_\_\_

**Note: Sunset in late October is around 5:45pm. It will be dark for the entire event! There are limited outlets at the event site – please be sure to provide adequate extension cords and necessary lighting for your booth! Generators are allowed.**

## Completed application packets must include:

1. Vendor Booth Application Form
2. Initialed Vendor Guidelines, Terms & Conditions, and Participation Agreement
3. IRS 501(c)3 Letter of Determination (*if claiming non-profit booth pricing*)
4. Payment – make checks or money orders payable to *Rockstar Canine Rescue & Sanctuary*

Mail to: Rockstar Rescue | Attn: DOGtoberfest | 530 E McDowell Rd. #107-269 | Phoenix, AZ 85004

Email to: [info@rockstarrescueaz.org](mailto:info@rockstarrescueaz.org) Note: *If emailing application, please provide payment online at rockstarrescueaz.org. Application will not be complete until payment is received.*

## FOR COMMITTEE USE ONLY:

Date Application Received: \_\_\_\_\_ Payment Received:        YES    NO

If accepted, date notified: \_\_\_\_\_ Booth Assignment: \_\_\_\_\_

If denied, date application and payment returned to applicant: \_\_\_\_\_



# Vendor Terms & Conditions

**Please read and initial the following terms and conditions and return this page with your vendor application form:**

- \_\_\_\_\_ Booth fees are non-refundable for any reason unless your application is denied. As an outdoor festival, please understand that we are at the mercy of Mother Nature.
- \_\_\_\_\_ Your booth must be set up, staffed and ready to operate by 4:45pm on October 20th, 2018. The event will be held from 5:00pm to 9:00pm. Tear down will begin no earlier than 9:00pm and needs to be completed by 10:00pm.
- \_\_\_\_\_ Event tents are allowed but no ground-stakes—proper weights required to ensure everyone's safety.
- \_\_\_\_\_ At check-in, all exhibitors will be given the location(s) of their space along with unloading and parking instructions.
- \_\_\_\_\_ Vendors must provide necessary equipment to operate their booth. Tents, trash cans, tables and chairs are NOT provided. Vendors are responsible for maintaining and cleaning up their booth area.
- \_\_\_\_\_ RCRS is unable to accept responsibility for any lost or stolen items, or for any equipment other than our own.
- \_\_\_\_\_ Only one organization or vendor may use each booth space unless prior authorization has been obtained from the DOGtoberfest committee. All vendors must conduct business in their designated booth area only, unless approved otherwise by DOGtoberfest committee. Pre-registered vendors unable to attend must notify RCRS 48 hours prior to the event and are not permitted to sublet without prior consent from RCRS. Fliers, handbills, and petitions will be limited to booth area only. Non-booth holders may NOT distribute merchandise or fliers of any kind.
- \_\_\_\_\_ NO FOOD ITEMS OR BEVERAGES MAY BE SOLD at vendor booths other than those specifically identified as food vendors!
- \_\_\_\_\_ NO FOOD ITEMS DISTRIBUTED AT ANY BOOTH WITHOUT A HEALTH PERMIT from the Maricopa County Health Department, AND prior approval from the DOGtoberfest Committee.
- \_\_\_\_\_ It is the responsibility of all exhibitors to obtain all permits, licenses, etc.
- \_\_\_\_\_ Vendors are responsible for collecting and remitting all sales tax.
- \_\_\_\_\_ RCRS reserves the right to prohibit the sale or distribution of materials that may be illegal, pornographic, or those considered offensive. Please do not display any merchandise that would be inappropriate for children. This is a family friendly event. Any decision made by RCRS officials is final.
- \_\_\_\_\_ Vehicles must be parked in approved areas. No vehicles can be driven through the vendor area, so plan accordingly.
- \_\_\_\_\_ NO ALCOHOL IS ALLOWED.
- \_\_\_\_\_ RCRS cannot assume responsibility for any vehicles ticketed or towed that are not properly parked.
- \_\_\_\_\_ I give permission for my Business Name and URL to be used for advertising purposes.
- \_\_\_\_\_ **Hold Harmless:** By signing this form, you affirm and agree to hold harmless Rockstar Canine Rescue & Sanctuary, DBA DOGtoberfest, its directors, officers, employees, agents and assigns from any and all loss, claim, action, suit or liability to third persons (including attorney fees at trial and appeal), from any cause whether directly or indirectly related to this event or this agreement including but not limited to claims for injury to persons including death or destruction of property; whether intentional, negligent or consequential as result of any act or omission or yours, or the officers, directors, employees or agents of your business.

By signing below, I acknowledge that I have reviewed and initialed the above *Vendor Terms & Conditions* and the attached *Vendor Guidelines* and *Terms of Participation Agreement*. I understand and agree to all terms.

Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Signature \_\_\_\_\_