



Return Application to:
 Junior League of Fort Smith
 311 Garrison Avenue, Fort Smith, AR 72903
 or email to
jlfsspringmarket@gmail.com

2022 Junior League of Fort Smith Spring Market Application

ACHE Research Institute, 1000 Fianna Way, Fort Smith, AR 72916

April 1st VIP Shopping Event 6pm-9pm and April 2nd General Shopping 10 am-6pm

Business Name: _____ Company Contact: _____
 Address _____ City/State/Zip: _____
 Phone _____ Email: _____

BOOTH DETAILS

Each booth only includes: One 8' table, two chairs, and two garment looks in the fashion show.

Booth size is 10' by 10' and priced at \$200.

If you need access to an outlet please let us know.

____ Will need access to an outlet
 ____ Will NOT need access to an outlet

BOOTH PERSONNEL

Each vendor working during the event will be required to wear a name tag. All personnel must be regular employees or members of the business owner's immediate family. **Two employees may work each booth purchased, free of charge. Additional employees may work the booth(s) at a fee of \$20 each.** Business owner counts as one of the 2 complimentary employees.

Included Booth Personnel

Additional Booth Personal (\$20 each)

1. Name _____ 1. Name _____
 2. Name _____ 2. Name _____

MERCHANDISE INFORMATION

Please check all of the following categories that apply to the merchandise you will have in your booth at JLFS Spring Market.

| | | | |
|-------------------|-----------------|-----------------------------------|---------------|
| ____ Artwork | ____ Gifts | ____ Ladies Apparel & Accessories | ____ Seasonal |
| ____ Bath & Body | ____ Stationary | ____ Men's Apparel & Accessories | ____ Services |
| ____ Pets | ____ Home Decor | ____ Children's Clothing | ____ Toys |
| ____ Food & Drink | ____ Jewelry | ____ Health & Wellness | ____ Other |

FASHION SHOW INFORMATION

Each booth is allowed two "looks" in the Fostering Fashion Show. Please select below if you would like to participate in this event.

____ Will participate in fashion show
 ____ Will NOT participate in fashion show

We can provide the 2 models for an additional \$10 each if needed.

AUCTION INFORMATION

There will be an online silent auction that takes place the week of JLFS Spring Market. Please select below if you would like to participate by donating an item. We also ask for a graphic of the item you wish to donate. These items must be delivered upon check-in, **Friday, April 1, 2022.**

____ Will participate in online silent auction
 ____ Will NOT participate in online silent auction

Item Description _____ Value of Donation _____

JLFS SPRING MARKET CONTRACT TERMS & CONDITIONS

1. Vendors assigned to a booth are expected to operate said booth with adequate staff and inventory for the entire duration of the Spring Market event. Vendor agrees to: (1) **set up on Friday, April 1, 2022 by 3:00 p.m. CST**, (2) have the booth **operating on Friday, April 1 and Saturday, April 2, 2022** and (3) **remove all merchandise on Saturday, April 2 between 6:00 p.m. and 10:00 p.m. CST** after the event. *Setup will become available starting at 9am on Friday, April 1, 2022.*
2. Vendors will use the booth rented solely for the purpose of displaying merchandise for sale at the Spring Market. The JLFS reserves the right to reject any undesirable material or merchandise.
3. Booths and badges may not be transferred, sold, leased, shared or sublet in whole or part without the written permission of the JLFS.
4. Due to Fort Smith fire codes, promotional display and sale of merchandise must be confined to the vendor's booth area only. Vendor in violation are subject to being fined for any and all items extending outside of the booth's dimensions.
5. Vendor shall not play any music or recordings and shall not use microphones to make sounds or noises.
6. Vendors are independent and separate entities from the JLFS. Vendors agree to collect any sales tax for their sales and comply with all the requirements of the Arkansas State Department of Revenue, the City of Fort Smith, Sebastian County, Arkansas, and all other laws and regulations governing vendor's activities.
7. The JLFS makes no warranties with respect to vendor merchandise and will not take responsibility with respect to the collection of unpaid accounts, returned checks, or the return of merchandise.
8. The JLFS may cancel and terminate this contract at any time upon written notice to the vendor.
9. If the booth is empty at the opening of Spring Market, the JLFS may permit others to occupy that booth with no recourse for the vendor who has not occupied the booth.
10. Companies are warned that the presence of security personnel or security systems does not constitute a guarantee against loss, a policy of insurance, or a promise to indemnify in the event of a loss. Vendors are expected to insure themselves against any and all loss that they might sustain.
11. The JLFS is not responsible for advising or otherwise assisting vendors with respect to any tax or other legal matters or requirements.

I hereby release the Junior League of Fort Smith (JLFS) and JLFS's officers, members, committees, agents, and employees in their official and/or individual personal capacities (1) from any liability for loss, damage, or destruction (through negligence, gross negligence, or otherwise) of vendor from property AND (2) for personal loss and property damage of any kind. The foregoing shall not, however, limit liability of any individual who is acting as an individual when engaged in criminal or tortious conduct, such as theft, willful damage, or destruction. **The undersigned, in submitting this application, hereby agrees to comply with all of the provisions of the JLFS Spring Market Contract Terms & Conditions.**

Print Name: _____
Signature of Applicant: _____ **Date Signed:** _____

PAYMENT INFORMATION

Full payment must accompany this application to qualify for the 2022 JLFS Spring Market.

You have two options to send payment:

- 1) Checks payable to Junior League of Fort Smith-Spring Market
- 2) Online payment via the website at <http://www.jlfs.org/vendor> (fees apply)

CANCELLATION POLICY

Should cancellation occur January 1st - March 1st of the current year, 50% of the booth fee will be retained. Cancellation after March 1st will forfeit entire fee.

TOTAL CHARGES

\$____ Booth Order \$____ Models Needed \$____ Additional Personnel \$____ **GRAND TOTAL**

For JLFS Spring Market use only:
Payment Received: _____ Check _____ Online _____ Date Received: _____