



2012 Glendale Green Festival Exhibitor Form

March 31, 2012 from 12 to 4 pm at the Glendale Main Library (5959 W. Brown St.)

Please e-mail form to Joanne Toms at jtoms@glendaleaz.com

or fax 623.842.2161 by March 21, 2012

Booth space is available on a first-come, first-served basis.



CONTACT INFORMATION

Organization Name	
Contact Name	
Street Address	
City, State, Zip Code	
Contact Phone	
E-Mail Address	
Web Link	

NEEDS

As this is an outdoor event, you will need to bring a portable shade canopy with adequate support (e.g. sandbags or weights). Please note that staking into the turf is not allowed.

Each exhibitor will be provided with a **6-foot table** and **two chairs**. As this is a green event, no tablecloths will be provided, but you may bring your own.

If you need special accommodations please indicate below. We will try our best to accommodate you.

Additional Needs (Please be Specific):

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FREE GIVE-A-WAYS AND PROMOTIONAL ITEMS

Will you be providing free give-a-ways and/or promotional items at the event?

Yes No (Please check one)

Description of Free Give-A-Ways and Promotional Items

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ITEMS FOR SALE

Will you be selling items? Yes No (Please check one)

Description of Items for Sale

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Note: For-profit exhibitors that sell items at the Glendale Green Festival must obtain a business license with the City and State to participate in the City of Glendale's festivals. Your license must be obtained **prior** to the event during regular business hours at the Glendale Tax and License Department. You may obtain an occasional sales permit by contacting the Tax & License Department at (623) 930-2233 or in person at 5850 W. Glendale Ave. 1st floor from 7:30 a.m. to 5:00 p.m. (excluding city holidays). If you are a registered, non-profit organization, you will **not** need to obtain a business license, but you will need to e-mail your non-profit letter of determination to Tammy Hicks **prior** to the event (e-mail: thicks@glendaleaz.com and phone: (623) 930-2209).

Permit Type	Criteria	Fee
Occasional Sales Permit	Gross sales less than \$3,000	\$20.00