



BOOTH APPLICATION FORM

PLEASE COMPLETE THIS APPLICATION AND RETURN WITH APPROPRIATE FEES

Name of Vendor _____

Person Responsible for Booth _____

Street Address _____ City _____ St _____ ZIP _____

Phone _____ / _____ Email _____

Name of 2nd Person in Booth (if applicable) _____

Describe Items to be Sold or Displayed _____

BOOTH PRICES – CHECK APPROPRIATE BOX(ES)

All General and Evening Sessions will be held in the Main Sanctuary at Grace Community Church. Booths are located in the lobby of the sanctuary. Make checks payable to Karitos, PO Box 17218, Indianapolis, IN 46217. You also may use the PayPal button on the vendor page of our website.

Booth Size: Weekend Single Table \$150 ☐ Weekend Double Table \$250 ☐ One Day \$75 ☐

Signed _____ Date _____

Amount Paid \$ _____ Paid by: Enclosed Check or PayPal (circle one)

MARKETPLACE MINISTER RULES AND REGULATIONS

(PLEASE READ CAREFULLY AND SIGN ON PAGE 2 OF THIS AGREEMENT)

Assignment of Display Space: Marketplace space shall be assigned by Karitos on a first-come, first-served basis. Karitos has sole right and responsibility in assigning space. Subletting of booth space in part or in whole is prohibited.

Payment for Display Space: A minimum of 50% of the total cost must accompany this application. The balance is due by May 30. Spaces reserved after May 30 must be paid in full at the time of application.

Cancellation Policy: A full refund will be made after the conference for cancellations received by June 30. Cancellations received by June 30 will be refunded one half of the total cost. **No refunds** will be made for cancellations received after June 30.

General Conditions: No electricity is available. All display tables must be draped. Booths must be closed during afternoon plenary sessions and also during evening celebrations.

Installation and Removal of Displays: Set up hours are between 12:00 noon and 3:00 p.m. on Thursday afternoon. Conference registration begins at 3:00 p.m. on Thursday. Registration is located in the same area as your booth. Conference activities begin at 7:00 p.m. Booths will close at 10:00 p.m. on Saturday evening. (See top of page 2)

Liability: Although the exhibit areas will be locked up at night, marketplace ministers with valuable materials are urged to remove them from the premises on Thursday and Friday nights.

Conference Attendance: Marketplace ministers are welcome to attend all plenary sessions and evening celebrations. However, those wishing to attend breakout sessions must pay a fee of \$10 per session. Payment can be made in advance of the conference or at the Registration Table during the conference.

I have read the above rules and regulations and agree to abide by them:

Signed_____ Date_____

OUR CLOSING CEREMONY WILL BEGIN AT 7:00 P.M. ON SATURDAY EVENING. BOOTHS MAY BE OPEN UNTIL THAT TIME. VENDORS DESIRING TO ATTEND THE CLOSING CEREMONY MAY DO SO BUT BOOTHS MAY NOT REOPEN AFTER THE SATURDAY EVENING SESSION. WE ASK THAT YOU VACATE THE BUILDING AS SOON AFTER THE END OF THE SERVICE AS POSSIBLE. THANK YOU FOR YOUR COOPERATION.

KARITOS RESERVES THE RIGHT TO DENY DISPLAY SPACE TO ANY INDIVIDUAL, GROUP, OR COMPANY NOT IN HARMONY WITH THE PRINCIPLES AND OBJECTIVES OF THE KARITOS CHRISTIAN ARTS ASSOCIATION.