



MORRIS CENTER

FOR LOWCOUNTRY HERITAGE

Morris Center for Lowcountry Heritage Presents 2019 Celebration Expo & Vendor Showcase Registration Form

Event Information and Requirements (please read carefully)

- Space is limited and will be reserved on a first-come, first-served basis, so please register early.
- Booth fee is \$5 for all non-food vendors, or food vendors without electricity and water. Larger spaces are available on a first-come first-serve basis, pricing varies. Please contact the Morris Center for information.
- A detailed description of your booth items are required. Attach an additional sheet, if necessary.
- Food vendors: Due to logistics of food vendor set-up, please check in no later than 10 am.
- Due to safety issues, arrivals after 10:30 am may forfeit location in the food area and assigned to another location.
- Booths must be completely set-up by 10:45 am and remain open until 2 pm
- Vendors may pack up after 2 pm.
- To prevent accident or injury, any vendor wishing to leave early MUST notify the Morris Center's Director, Tamara Herring, in advance.
- The vendor is responsible for leaving the vendor area in the same condition received, including removal of all debris, boxes, and trash, etc.
- All vendor fees are non-refundable.
- All vendors are required to read and sign the attached waiver.
- Please fill out vendor registration completely.
- Absolutely no vehicles may be left at the event grounds the night before the event. Vehicles will be towed at owner's expense.
- **Rain or Shine event, located at the Morris Center: 10782 S. Jacob Smart Blvd., Ridgeland, SC 29936.**
- **Vendor Registration Form and check must be received by the Morris Center by March 29, 2019.**

Please fill out form on page 2:

Waiver: The Morris Center for Lowcountry Heritage reserves the right to refuse any vendor application. Should this occur, the fee will be refunded. The vendor shall defend, save, and hold harmless the Morris Center, their respective officers, agents, committee members, staff, volunteers, sponsors, and assigns from any claims, damages, losses, liability or expense which may arise, and shall not be held responsible for any loss or damage due to fire, accident, theft, weather, acts of God, vandalism, or any other loss or injury whatsoever or not specifically described herein, whether past, present or future. Booths are not insured by the City of Ridgeland, Morris Center, or any sponsoring agents. Exhibitors must make provisions for safeguarding their goods. Exhibitor assumes full liability for protecting, care, and maintenance of exhibitor's property. ANY VENDORS NOT HOLDING VALID LIABILITY INSURANCE EXHIBITS AT THEIR OWN RISK AND ASSUMES ALL LIABILITY. Please sign to acknowledge that you have read all of the information, rules and regulations, and agree to be bound by this contract.



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REGISTRATION FORM: Forms must be received by Friday, March 29th

COMPANY: _____

CONTACT PERSON: _____

ADDRESS: _____

PHONE: _____

EMAIL: _____

Description of vendor services: _____

16 booths, including table, linens and two chairs are available on a first-come, first-served basis. Table sizes vary; contact us directly for specific requests. Additional limited vendor space is available (must bring table & linens).

I have enclosed a check or money order, payable to the Morris Center.

Return completed form and check before March 29, 2019

Morris Center for Lowcountry Heritage | PO Box 1116 | Ridgeland, SC 29910

Contact: Tamara Herring | Call: 843.284.9227 | therring@morrisheritagecenter.org

I have read the terms and waiver and agree to both.

Total Amount submitted: _____

The Morris Center for Lowcountry Heritage or their affiliates will not be held responsible for any liability, lost or stolen or damaged merchandise, or any injury incurred during the Celebration Expo & Vendor Showcase..

Signature of Vendor _____ Date _____