

# Form A

## Wilmington Earth Day Festival April 23, 2022 Registration Form and Contract



### Exhibitor Contact Information

*Note: Signature or e-signature is required on Page 2.*

Business/Organization's Name:

Contact Person:

Title:

E-mail:

Mailing Address:

Telephone (that you can be reached at day of festival):

Type (Please Check One):

Non-Profit

Government

For-Profit Business (Selling Products)

For-Profit Business (Not Selling Products)

Other (Please Describe)

### Fees

	Cost for Non-profits/ Governmental Agencies	Cost for For-profits
Exhibitor	\$40	\$75
Exhibitor Selling Products	\$40	\$150

Fees are non-refundable and due within one week after being notified that the application has been approved by the EDA. At that time, you will be emailed an invoice and must pay via credit card through the linked PayPal account. If you are unsure which category your exhibit would fit under, please contact [wilmingtonearthday@gmail.com](mailto:wilmingtonearthday@gmail.com).

### Rules & Guidelines: Registration

1. All exhibitors must be approved by the Earth Day Alliance. You will be notified of approval via email within two weeks of submitting the registration forms.
2. **Deadline** for receipt of registration forms is **5:00 p.m. on March 23, 2022**.
3. The forms must be filled out completely and signed. Form A is required for all exhibitors. Form B must be filled out if an exhibitor (non-profit, government agency, or for-profit) wishes to be considered as a vendor selling items.
4. Completed forms should be emailed to [wilmingtonearthday@gmail.com](mailto:wilmingtonearthday@gmail.com)

5. Fees are non-refundable and due within one week after being notified that the application has been approved by the EDA. At that time, you will be emailed an invoice and must pay via credit card through the linked PayPal account.

### **Rules & Guidelines: Exhibits**

1. The footprint for each exhibit in the Exhibitor Tents is approximately 8' x 6'. One 8'x2.5' table and one chair will be provided per Exhibit.
2. The EDA will assign locations for exhibitors at the Festival. Locations will be assigned in the order forms are received.
3. There is no power source provided.
4. Exhibitors cannot sell any food, drink, tobacco products, or paraphernalia.
5. Exhibitors cannot use their exhibit to advocate for or against any elected official, political candidate, political party, or religious organization/affiliation.
6. The New Hanover County Parks Department policy states: "Dogs and other pets are strictly prohibited from the site of an event" so as much as we love dogs, they are not allowed in the Exhibitor Tent. However, wildlife may be given special permission if the animals are part of an exhibit.
7. The EDA reserves the right to determine the suitability of content at exhibitor booths and to make the final decision on approval of items, their use, and exhibits before and during participation in the Festival.

### **Rules & Guidelines: Day of Festival**

1. The festival will take place, rain or shine, at Long Leaf Park on April 23, 2022, from 12:00-6:00 p.m.
2. Set-up begins at 9:30 a.m. Exhibitors must be in place by 11:30 a.m.
3. All exhibits should be staffed from 12:00 p.m. to 6:00 p.m.
4. Break down may begin at 6:00 p.m. The Earth Day Alliance asks that you staff your table the entire duration of the festival and do not break down until 6:00 p.m.

In consideration of permission to participate in the Wilmington Earth Day Festival, the registrant(s), their agents, and/or assigns do hereby remise, release and forever hold harmless Earth Day Alliance, New Hanover County, their staff, employees, agents, and assigns, from any responsibility, cause of action, claims and demands of whatsoever kind of nature arising from or by reason of any and all known and unknown, foreseen and unforeseen bodily or personal injuries to myself, damage to my personal property or injury or damage to property of others caused by me growing out of or resulting from or incident of my participation in the activities of said event.

All exhibits must follow the guidelines listed above. By signing this form, you acknowledge your receipt of and agree to abide by them.

Signature:

Date:

Printed Name:

Email this completed form to [wilmingtonearthday@gmail.com](mailto:wilmingtonearthday@gmail.com) no later than 5:00 p.m. on March 23, 2022. Payment will be due within one week of notification that your application has been approved by the EDA.