

**VENDOR/EXHIBITOR REGISTRATION FORM**

**2011 Kevin Cook Spirit Run**

**9-3-11 Orange County Great Park, Irvine, CA**

We invite you to host a booth where you may sell your items to our attendees as one of our **vendors** or you can be an **exhibitor** and distribute “free” samples, printed materials or complimentary services. The vendor fee is a \$50.00 tax-deductible, non-refundable fee Per 10’x10’ space. *There is no fee for exhibitors, however donations are appreciated.* In order to process your registration as a vendor or exhibitor for the **6<sup>TH</sup> Annual Kevin Cook Spirit Run**, please fill out all parts of this form completely. Registration must be accompanied by a check payable to **The Kevin Cook Memorial Foundation**. All booth vendors/exhibitors must comply with and sign the vendor/exhibitor agreement form. We will not have any vendors selling identical products. Please mail this form along with your check to: **PO Box 6024 Garden Grove, CA 92846** Please make a copy of this form for your tax records.

**\*We must receive your Vendor/Exhibitor booth reservation by:**

**August 1<sup>st</sup> 2011.**

**CONTACT INFORMATION**

Company/Organization Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Non-profit: Yes No  
Street Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip  
Code: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Email: \_\_\_\_\_ Website: \_\_\_\_\_

**VENDOR/EXHIBITOR INFORMATION**

Type of Company/Organization: \_\_\_\_\_  
Describe your display: \_\_\_\_\_  
Describe your services: \_\_\_\_\_  
Will you be providing free items/products to attendees? If yes, what items/products?  
\_\_\_\_\_  
Are you willing to provide a door prize to be used in the opportunity drawing or silent auction at the event? If yes, what is the prize? \_\_\_\_\_

**We provide:** 10 x 10 space.

**You are responsible for:** Your display, equipment, EZ up canopy, table, chairs, etc.

\*Expect 800 -1200 participants. \*A cart, dolly, or other manual means of transporting your goods is recommended. After drop-off, vendor/exhibitor parking is available nearby.

**Day of Event Point of Contact:** Branden Larsen (714) 227-8523

**Tentative Schedule of the Day:**

**5-6:30 am:** Vendors/Exhibitors setup by 7am

**6:30-8 am:** Registration

**8-9 am:** 5K Walk/Run

**10-10:30 am:** Awards Ceremony

**11 am-12 noon:** Entertainment & Activities

**General Questions:** Contact Luke Farnell (562) 822-1215

# **VENDOR/EXHIBITOR AGREEMENT**

## **2011 Kevin Cook Spirit Run 9-3-11 Orange County Great Park, Irvine, CA**

Exhibitor agrees to hold The Kevin Cook Foundation, The City of Irvine, The Orange County Great Park, and the State of California where this event is being held, blameless and to reimburse for any judgments, settlements, costs, or other expenses (including legal fees) to which they may be subject for any injury, damage, loss, or harm resulting from or occurring to anyone (including visitors) which may result directly from or in connection with such exhibit or the use of the rented space by the exhibitor, its employees or representatives.

Liability: Neither the Kevin Cook Foundation or The City of Irvine, the Officers thereof, its Vendor Chair, or other committee members or volunteers; will be responsible for any injury, loss, or damage that may arise to a Vendor, their employees, and/or their goods either while in transit to or from the event site, or while at the event site, from any cause whatsoever, and will not be liable for the fulfillment of this lease as to delivery of space beyond the Vendor Chair's control. Any complaints should be handled under the vendor's own liability insurance policy.

Management Rights: The members of The Kevin Cook Foundation reserve the right to restrict exhibits, which become objectionable because of noise, method of operation, materials, or in any way distract from the general character of The Kevin Cook Foundation or The Kevin Cook Spirit Run.

Care of Event Site and Equipment: Exhibitors or their representatives shall not injure or deface the walls, tables, or surrounding area. If such damage occurs, the exhibitor is liable to the owner of the property damaged.

Use of Space: All demonstrations or other promotional materials or activities shall be confined to the limits of the assigned exhibit space. If more space is needed, it may be purchased at additional cost.

Security: The exhibitor is solely responsible for his/her own exhibit material and should insure against loss or damage. All property of the exhibitor is understood to remain in his /her care, custody, and control in transit to and from, and within the confines of the exhibit area.

Publicity: The Kevin Cook Foundation is authorized to use photographs and other media-denoting the exhibitor's participation in the conference in connection with publicity related to the event.

Company Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

*By providing a signature, I agree that I have read the above and will comply with the terms and conditions for the sponsor/vendor/exhibitor at the 6<sup>th</sup> Annual Kevin Cook Spirit Run on Saturday, September 3<sup>rd</sup>, 2011.*

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_