



Earth Day Vendor/Exhibitor Application 2025
(PLEASE TYPE OR PRINT CLEARLY) **Due: April 10, 2025**

Business/ Organization Name: _____

Contact Person: _____

Mailing Address: _____

Email Address _____ Cell Phone Number _____

Names of representatives attending event (we request this be limited to no more than 4 people)

Description of Item(s) being Displayed / Sold: _____

Select one (1) box below that applies to you: Exhibitor Vendor - \$25 (please include photo of items)
(A vendor sells items/services at their table)

Exhibitor / Vendor Space:

- Please provide a brief description of your set-up and send a picture if available: (ex: 10 x 10 pop-up with 2 tables)

- **Vendors:** How does you contribute to conservation efforts? (ex: Use recycled materials/Donate to charity, etc.)

- **Due to limited tables, chairs, and electrical needs for exhibits, these will be provided on a first-come-first-serve basis if available.**

Our organization will bring our table Our organization needs 1 table to be provided by the Zoo

We need _____ chairs # of electrical outlets _____

We would like to attend early set-up (Friday 25th 4:00pm-6:00pm)

TOTAL REMITTED: \$ _____

Check (Payable to Salisbury Zoo) Cash Credit Card (Visa or MC)

Yes, I have read and understand all information included in the Vendor Application and Agreement.

Signature of Vendor _____ **Date:** _____

In order to process this application, the agreement must be signed, dated and returned. Any applications received without the agreement signed will be considered void and will not be processed. No application is complete without payment. The Salisbury Zoo reserves the right to refuse any applicant for any reason with or without cause. Any modification of this agreement is void unless Salisbury Zoo agrees in writing to the modification. This agreement supersedes all earlier agreements, either oral and or written, between the parties.

Return payment and form to: Salisbury Zoo - Attn: Jamie Nichols
PO Box 2979, Salisbury, MD 21802
410-548-3188 / jnichols@salisbury.md



Earth Day Vendor/ Exhibitor Agreement

Vendor/Exhibitor agrees to all terms in this agreement and in the Application. Any violation by the Vendor/Exhibitor gives The Salisbury Zoo, the City of Salisbury, or their authorized agents the right to i. Immediately terminate this agreement; ii. Require the Vendor/Exhibitor, immediately upon notice of violation of this agreement, to cease operations and vacate the premises; and iii. Forfeit all fees paid to The Salisbury Zoo to participate in the 2025 Earth Day celebration event.

Any change to this agreement must be in writing and signed by The Salisbury Zoo.

1. The Salisbury Zoo agrees to provide each Vendor/Exhibitor with a 10' x 10' space. The Vendor/Exhibitor must provide its own tent, tables, chairs, an extension cord & adapters (if electrical power is requested). If the Vendor/Exhibitor fails to claim its reserved space on Saturday, April 26, the organizers may assign the space to another vendor/exhibitor without further notice or refund to the original Vendor/exhibitor.
2. **Exhibitors** intending to sell items from their booth will be considered a vendor and must pay the vendor fee. **Vendors** are considered those who have items or services to sell and contribute to conservation efforts.
3. Vendor/Exhibitor agrees to obey all rules and instructions given by Zoo & Event Staff. Failure to strictly adhere to the instructions may result in the immediate termination of this agreement and immediate forfeiture of all fees paid to the Zoo.
4. Vendors/Exhibitors agree to behave in a professional matter with each other and guests alike. Any vendor/exhibitor may be asked to leave if their behavior is deemed inappropriate by staff.
5. Vendor/Exhibitor agrees to obey all directions by the Zoo related to protecting the environment and infrastructure of the Zoo and the safety of event patrons. Vendor/Exhibitor agrees to compensate the Zoo for any damage to the environs and infrastructure of the park caused by Vendor/Exhibitor, its agents, equipment, or materials.
6. Vendor/Exhibitor agrees to only use the space within its booth space. Any amplified sound and loud noise from your booth is prohibited.
7. The Zoo may prohibit the display, advertisement, or other promotion of any business, company, or organization anywhere on the zoo grounds that conflicts with a current Zoo sponsor, event sponsor, or preferred vendor. Any questions concerning current sponsors should be directed to the Earth Day Committee before the event.
8. Cancellations / No Shows: A refund will be given upon a written request received by April 20, 2025. No refunds will be given for any no shows.
9. The Zoo will provide limited overnight security the night before Friday, April 25. Items will be left outside in your reserved vendor/exhibitor space. The zoo accepts no responsibility for items left overnight. Vendor/Exhibitor assume the risk of loss for all items in their booth at all times.

10. The Zoo makes no representation or guarantees about actual event attendance.
Vendor/Exhibitor understands that the Zoo has no control over weather, acts of God, acts of terrorism, or governmental intervention, or anything else that may prevent, alter, or interrupt the event. Participants release the Zoo for any losses caused by these events. As a rain-or-shine event, no refunds will be given due to inclement weather.
11. The Zoo has complete discretion in locating all Vendor/Exhibitor booths, irrespective of the Vendor/Exhibitor's request. The Zoo makes no representation and does not guarantee any volume of "foot-traffic" of event guests in any area of the grounds. The Zoo cannot speculate upon or control the popularity of one area of the event over the other.
12. Upon vacating its booth space, Vendor/Exhibitor must dispose of all trash in appropriate containers and ensure that the booth space is free of trash and in the same condition as it was before Vendor/Exhibitor's occupation. Failure of the Vendor/Exhibitor to clean their booth site may result in the future denial of Vendor/Exhibitor participation.
Vendor/Exhibitor will have access to the grounds until 5:00pm on April 26th, 2025 to clean up and remove all materials from their location.
13. Vendor/Exhibitor certifies that it maintains adequate liability insurance to cover all occurrences which may result in the damage or injury to anyone in Vendor/Exhibitor's booth space.
14. Vendor/Exhibitor agrees to indemnify the Salisbury Zoo and the City of Salisbury, including their officers, agents, and employees, from all liability arising out of the Vendor/Exhibitor's participation in the event. This obligation of indemnification applies to any negligent conduct, whether active or passive, including acts or omissions of Vendor/Exhibitor's agents or employees.
15. The Zoo Grounds will open for move-in on Friday, April 25th from 4:00pm-6:00pm & on Saturday April 26th from 8:00am-10:00am through the West Gate. (Ben's red swings)
Vehicles are only permitted on the grounds on Friday night & Saturday until 9:30am.
Unless given prior approval by the Zoo, vendor/exhibitor agrees to have their booth space secured and grounds vacated by 6:00pm on April 25th & 5:00pm April 26th, 2025.