



Vendor Table Form and Agreement

****THE FORM BELOW IS FOR 2022 S.C.V. REUNION VENDORS ONLY****

Vendor Table Regulations

1. Georgia Division, SCV requires a flat fee for the use of a vendor table for 2022 SCV Reunion. The fees for one vendor table is \$60 for four days. Payment may be made in check or money order. Checks should be made payable to: **Georgia Division, SCV**.
2. All vendors must report to the **Vendor Operation Officer**, located at the Convention sign in desk, to confirm their reservation. Any vendor showing up without a reservation will *not* be given space. **Prior reservation is required, NO EXCEPTIONS.**
3. Our vendor regular hours of operation are 8:30 am to 4:30 pm. Vendor tables are reserved from 8 am to 4:30 pm (unless otherwise specified). Note to vendors: The best vending times are typically between 11:00 am and 2:00 pm.
4. The vendor is paying for one 6-foot table, two chairs and table cloth. Any vendor needing more than one table must make arrangements in advance. Use of additional tables will be at additional cost. Vendor tables will be labeled and vendors must confine their goods to their assigned table(s).
5. Upon arrival, vendors must check in at registration table for unloading instructions.
6. Georgia Division reserves the right to ban articles for sale that are sexist, racist, offensive, derogatory in nature, conflicting with standing Camp Conduct Codes, contracts, or that use alcohol. Any food or beverage giveaways or sales must be approved in advance by **Vendor Operation Officer**.
7. Vendors are financially responsible to the Conference Center for damage to facilities, tables, and grounds due to vendor negligence. Payment is required upon demand when presented by a designated Conference Center official.
8. All cancellations must be made at least four weeks in advance during business hours (Monday–Friday, 8:30 am – 4:30 pm) thru e-mail correspondence at vendors.scv.2022@gmail.com Vendors who cancel after that time or do not show up to vend on the scheduled date, will not have their vendor fees refunded.

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9. Georgia Division, SCV reserves the right to allocate space inside the vendor room to vendors. Such space will be determined by the **Vendor Operation Officer** (or the director's designee). Poster/Picture vendors requiring more than 12 feet must obtain approval from the **Vendor Operation Officer**.

10. Vendors must respect and abide by the requests of all Georgia Division, SCV officials, including event technicians. Vendors are guests of the Georgia Division, SCV and mutual respect is expected at all times.

11. By completing the following form, all vendors are agreeing to the terms and conditions listed above. All vendors must have a confirmed reservation paid in full before they will be allowed to setup their vending space. This is nonnegotiable.

If you have any questions, please feel free to contact us at vendors.scv.2022@gmail.com or call 407-340-3709. **Thank You!**

****THE FORM BELOW IS VENDORS ONLY****

Vendor Information

Company Name: _____

Type of Merchandise/Goods: _____

Company Contact Person: _____

Contact's email address: _____

Contact's phone number: _____

Mail form:

J. Bonds
2022 Reunion Vendor Coordinator
501 Gardiner Ct.
Woodstock, GA 30188-5959