



1ST ANNUAL ROVER FEST

2021 VENDOR APPLICATION

EVENT DATE: SATURDAY MAY 15, 2021 TIME: 11 AM – 4 PM

LOCATION: PORT ROVER 2880B AIRLINE BLVD. PORTSMOUTH, VA 23701

NAME _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

LEGAL BUSINESS NAME: _____

BUSINESS ADDRESS: _____

CITY, STATE, ZIP _____

- TYPE OF BUSINESS:
- NON-PROFIT (FREE / 10 X 10 BOOTH)
 - VENDOR / DIRECT SALES (\$60 FEE / 10 X 10 BOOTH)
 - LOCAL CRAFTER/ARTIST (\$30 FEE / 10 X 10 BOOTH)
 - FOOD TRUCK (\$75 FEE / DESIGNATED AREA)

DESCRIBE YOUR PRODUCTS /BUSINESS. Your application will be reviewed, and a decision will be made if a space can be offered. Upon acceptance, the event fee will be due in full no later than April 16, 2021.

“ROVER FEST” VENDOR RULES

1. Each approved applicant will be assigned a 10 x 10 space. Spaces are outdoor in the front parking lot of Port Rover, LLC (Victory West Shopping Center).
2. Setup is between 9am – 10:30am.
3. Vendors are required to stay for the duration of the event and may not close their booth until 4 pm.
4. Applicants are required to provide their own tent, tables, chairs, and other necessary supplies.
5. Restrooms within Port Rover will be made available only to vendors.
6. When entering Port Rover, vendors must be accompanied by a staff member to restroom. Vendors are not allowed to interact with dogs in boarding, daycare, grooming etc.
7. Vendors are liable for their own products.
8. It is the vendors responsibility to abide by all local, state, and federal regulations as it relates to their product/business.
9. Liability Insurance is the sole responsibility of each vendor.
10. Vendors are responsible for the cleanliness of their vending area.
11. Each vendor is required to leave the space clean at the end of the day.
12. Photographs/videos may be taken throughout the event and used for publication on social media sites.
13. Port Rover, LLC reserves the right to refuse any vendor without reason when it is in the best interest of the event.
14. In the event of bad weather, a rain date might be selected.
15. Vendor fees are non-refundable.

I/We hereby apply for vendor space at the 1st Annual Rover Fest. If accepted, I/we hereby agree to abide by the rules and regulations listed above. I/We also agree that I and everyone else claiming a right on my behalf, forever releases and holds harmless Port Rover, LLC, Pembroke Property Management, event officials, sponsors, and suppliers from all liability for all claims of any kind whatsoever related to my participation, or the participation of any minors for whom I am responsible. This release applies to all officers, employees, agents, or volunteers of 1st Annual Rover Fest.

Signature: _____

Print Name: _____

Date of Signature: _____

For questions or additional information please contact Cheri at Port Rover (757) 657-8060

Email: portrover@gmail.com

www.PortRover.com www.Facebook.com/PortRover