



HOME Show Vendor Application & Agreement

Pony Village Mall

April 25 – 27, 2025

Friday 4-6 pm, Saturday 9am-6pm, Sunday 10am-4pm

Business Name:

Address:

City, St, Zip :

Website:

Contact Person

Contact Email:

Contact Phone:

What products or services you are selling
or providing:

Are you a Chamber Member?

Are you interested in a sponsorship
opportunity?

Space Desired? See options below

If outdoor, would you like to be contacted
by Big Tents for tent rental?

Space Options:

Member	Indoor	Indoor w/ Power	Outdoor	Non Member	Indoor	Indoor w/ Power	Outdoor
10x10	\$275	\$300	\$250	10x10	\$325	\$350	\$275
10x20	\$525	\$550	\$500	10x20	\$550	\$575	\$525
10x30	\$775	\$800	\$750	10x30	\$750	\$775	\$775
10x40	\$1,025	\$1,050	\$1,000	10x40	\$1,200	\$1,225	\$1,025
500 sf			\$1500	500 sf			\$2000

Refundable Security Deposit: \$100

TERMS AND CONDITIONS

1. The BACC grants to Vendor the privilege of maintaining and operating a Vendor booth during the Home Show beginning Friday, April 25, 2025 and ending Sunday, April 27, 2025. The Vendor shall be located on the property of the Pony Village Mall, located in North Bend, Or. with the final booth location being determined by event management.
2. The premises shall be used for the activities of promoting local businesses, so exclusivity of product and/or services is not guaranteed.
3. Vendor shall pay the agreed upon amount to the BACC for vendor space and booth size plus a \$100 deposit. Vendors are responsible for maintaining their booths throughout the duration of the Home Show, including following the rules set forth in the Home Show Vendor Application & Agreement. Vendors may be subject to forfeiture of their deposit for failure to adhere to or upon occurrence of the following:
 - Must be Loaded-in by Friday, April 25th, 2025 by noon
 - Must NOT begin Load-out until 5:15 PM on Sunday, April 27, 2025
 - Must stay within the allotted booth space (no extending out into the aisle)
 - Space must be staffed all hours of the show
4. Vendor Space: All Vendor spaces will be assigned on a first-come, first-served basis. Placement shall be at management's discretion with special considerations where warranted. Vendor spaces will be arranged in 10'X10' increments unless otherwise indicated. The construction, design and decoration of the vendor's booth shall conform to the requirements of the HOME, and Local Fire Marshall. All wiring, electrical, gas, water and other connections and requirements shall conform to normal codes and arranged at vendor's expense. All reasonable care must be exercised in the interest of public safety and must be complied with at all times.
5. Set-up Hours:
 - Wednesday, April 23th from 8 a.m. to 8 p.m.
 - Thursday, April 24 from 8 a.m. to 8 p.m.
 - Friday, April 25 8 a.m. to Noon

The North Bend Fire Marshall is scheduled to arrive at noon, April 25th. All displays must be in place and ready for inspection. Note- If booths require set up prior to Wednesday, Please contact HOME as soon as possible. Vendors must be prepared to open by Friday at 4:00 pm. All vendors must check in at the HOME INFO Booth, inside Pony Village Mall, prior to setting up.
6. Show dates and hours:
 - Friday, April 25, 4:00 pm to 8:00 pm
 - Saturday, April 26, 9:00 am to 8:00 pm
 - Sunday, April 27nd, 10:00 am to 4:00 pm
7. Security: Overnight security shall be provided and reasonable precautions taken for the protection of vendors property. However, the HOME show management shall not be held responsible for any loss or damage incurred by vendors as a result of fire, theft, accident or any other cause. Vendors are solely responsible for protecting themselves against any such losses.
8. Show Service: Pop-up tents, tables chairs and covering are not provide. However for additional fees Pony Village Mall and Big Tents have items available for rent.
9. Restrictions: Distasteful or illicit items or products and the sale of food and beverages as well as sale of non-pre-packaged food are prohibited. Food Truck vendors must comply with all North Bend Public Safety requirements. The HOME show management reserves the right to decline or prohibit any vendor from participating in the show at management's discretion at any time before and during the show. This

reservation covers persons, things, conduct, printed matter and any content that would impact the Home Show. Sponsorship arrangements for any and all elements of this event are exclusively reserved for show management. Any and all decisions rendered by facility or show management shall be final in all matters pertaining to this event.

10. **Cleaning:** Necessary janitorial services will be furnished for areas used by the public. Vendors must keep their own space properly arranged and clean. Such cleaning must be completed and all coverings removed before the show is open to the public. Trash must not be left or swept into the aisles or any other public space.
11. **Contract:** Each Vendor may sell/display only those products and services described on the application for vendor space. There are no category or vendor exclusives.
12. **Sound & Promotional Materials:** Sound amplification devices, balloons and promotional stickers may not be used or distributed without the written consent of show management.
13. **Compliance with the Law:** This agreement will be governed by and construed in accordance with laws of the State of Oregon. Each party agrees that it will perform their contractual obligations in accordance with all applicable state, federal and county laws, orders, rules, regulations and ordinances now, or hereinafter in effect.
14. **Indemnification:** Vendor agrees to defend, indemnify and save the Bay Area Chamber of Commerce, Pony Village Mall and their officers, agents, and employees harmless from any and all losses, claims, actions, costs, expenses, judgments, subrogation, or other damages resulting from injury to any person (including injury resulting in death,) or damage (including loss or destruction) to property, of whatsoever nature arising out of or incident to the performance of this agreement by Vendor (including but not limited to, Vendor's employees, agents, and others designated by Vendor to perform work or services attendant to this agreement). Vendor shall not be held responsible for any losses, expenses, claims, subrogation, actions, costs, judgments, or other damages, directly, solely, and approximately caused by the negligence of the Pony Village Mall.
15. **Alcohol:** ABSOLUTELY No outside alcohol allowed on premises, no selling or distributing of alcoholic beverages or illegal substances. Only vendors sanctioned by OLCC may sell or provide alcoholic beverages, including but not limited to alcohol for personal consumption.
16. **Liability and Security:** All vendors must procure and continue to enforce comprehensive general liability insurance, coverage for contractual liability, with limits in the amount not less than one million dollars (\$1,000,000) per occurrence and coverage from property damage in the amount no less than two hundred-fifty thousand dollars (\$250,000).
Must list as additional insured: **Yoo Linn Lodging Llc**
17. **\$100 Refundable Security Deposit:** A \$100 deposit will be returned to vendor at the conclusion of the event once the space has been cleared and found to be in proper condition.
18. **Cancellation/Refund:** Vendors who cancel within five (5) business days will forfeit their security deposit
19. **Rights of Agent in event exhibition is not held:** BACC shall not be liable for any damages or expenses incurred by exhibitors in the event the show is delayed, interrupted, or not held as scheduled.
20. A signed copy of this agreement and 50% of payment and a \$100 refundable deposit is due at the time of reserving your space. Any remaining balance is due by April 18, 2025 with a certificate of insurance. Any space not paid in full by due date, will be released with no refund. Contracts submitted after April 18, 2025 must be accompanied by Full Payment.

Mail check & signed copy of this complete document to:

Bay Area Chamber/Home Show

145 Central Ave.

Coos Bay, OR. 97420

Acknowledgment: Vendor acknowledges this agreement and agrees to abide by all terms and conditions set forth herein, and follow any all rules from the Vendor Information Sheet. Vendor acknowledges that violations of any rules or policies will forfeit any monies or future participation in the Home Show.

Vendor Signature _____

Date _____

HOME Staff Signature _____

Date _____