



Vendor Application Form

Rules & Regulations

1. Full payment must accompany your application.
2. Money order, cashier's check, credit card, or cash will be accepted as payment. **ALL PAYMENTS ARE NON-REFUNDABLE.**
3. Payments should be made to: Freedom Classic Festival
7 E. 2nd St, Suite A
Richmond, VA, 23224
4. All vendors will receive credentials upon arrival to the Virginia State University Multi-Purpose Center. Exhibitor badges will serve as passes for the day of Saturday, January 14th, 2023, and must be worn at all times.
5. No food or drink may be sold in the Virginia State University Multi-Purpose Center.
6. One table and two chairs will be provided at all booths.
7. Only two persons are allowed to exhibit per booth and per vendor.
8. JMI c/o Freedom Classic Festival reserves the right to cancel any contract when a conflict arises that violates the principles of the Freedom Classic Festival.
9. Exhibit hours: 11:00 a.m. – 4:00 p.m. on Saturday, January 14th, 2023. Load-out is at 4:30 p.m.
10. Vendor load-in times are from 9:00 a.m. – 10:30 a.m. **ALL VENDOR SPACES MUST BE COMPLETELY SET-UP AND READY NO LATER THAN 10:45 AM.**
11. All exhibitors must remain open during the entire event.
12. No one will be allowed to break down their booth during the hours of operation.
13. Exhibitors are not permitted to eat behind their booths.
14. **NO** burning of candles, incense, or any other flammable objects is allowed.



- 15. Any extension cords MUST be neatly placed and must be of heavy-duty quality. NO cords of any kind may be placed outside your designated booth space.**
- 16. Exhibitor tables may NOT be moved to any other locations. Tables are property of the Virginia State University Multi-Purpose Center.**
- 17. Creativity in your booth presentation is strongly suggested to enhance your individual success. Guests will be exposed to all exhibits without partisanship or discrimination. Your company's participation is strictly your business and yours alone. Retail booths will be placed according to, or in compliance with fire regulations in the Virginia State Multi-Purpose Center.**

I agree to accept and comply with all rules and regulations.

Signature: _____

Date: _____

Describe below your product and/or service:



Vendor Payment Form

Standard booth price is \$100. All applications and full payment must be received by 5:00 p.m. on Thursday, January 5th, 2023. Any applications and payments received after this date and time will be subject to a \$50 late fee and participation will be at the discretion of JMI. Following receipt of your payment, the Freedom Classic Festival Event Coordinator will assign your booth space. Spaces are assigned on a first come, first serve basis according to availability. All booths will be located on the concourse of the Virginia State University Multi-Purpose Center and consist of one (1) table and two (2) chairs. Only two (2) representatives are allowed per vendor.

Standard Price (\$100.00)

Applicant's Name: _____

Company's Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: (____) _____ Fax: (____) _____

Credit Card Information
Card Type: _____ Mastercard _____ VISA _____ AMEX
Cardholder Name (as shown on card): _____
Card Number: _____
Expiration Date (mm/yy): _____ CCV: _____ Billing Zip Code: _____

I, _____, authorize JMI to charge my credit card above for agreed upon vendor payment.