



## POP-UP / TRUNK SHOW APPLICATION

*Please read the Vendor Agreement on the following page before applying.*

### CONTACT INFORMATION

Company Name	Contact Name	
Mailing Address		
Phone Number	Email Address	
Website	AK Business License Number	Accept Credit Cards? <input type="checkbox"/> Yes <input type="checkbox"/> No
Business Facebook Page	Business Instagram Name	

### PRODUCTS

Complete description of the products you will be selling \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Price range of products to be sold \_\_\_\_\_

Made in Alaska permit number(s) \_\_\_\_\_

Are your products current carried in any downtown shops or galleries?  Yes  No If yes, where? \_\_\_\_\_

### PREFERRED DATES

Please advise your preferred dates (or general timeframe) to hold your pop-up / trunk show. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### SIGNATURE & AGREEMENT

The information submitted above is correct and true. I have read and agree to the terms of the Vendor Agreement.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*Submit your signed application along with photos of your products and your typical booth or display setup via email to [info@tinygalleryak.com](mailto:info@tinygalleryak.com).*

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## VENDOR AGREEMENT

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Please read the Vendor Agreement before applying.

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### FEES & PAYMENT

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Vendors will conduct all sales activity and credit card processing for sales of their merchandise during the pop-up show. Vendors will track and report sales at the end of each day. Within 7 days of the popup, vendors will pay a fee of 20% commission of sales to Tiny Gallery.

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### SET UP

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Vendor is responsible for the set up and display of merchandise in the pop-up area. Tiny Gallery does have several tables that can be used.

Vendors will be asked to be on-site for the entire day (11am-4pm) since part of the draw for shoppers will be that they are buying directly from the maker.

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### INVENTORY

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Please note that vendors are accepted based on product pictures and descriptions submitted via your application. Tiny Gallery reserves the right to restrict the display of any items it deems unacceptable.

All inventory remains the property and responsibility of the vendor.

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### ADVERTISING

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Tiny Gallery will be using all of our social media outlets (Instagram, Website, and Facebook) to feature vendors. Please make sure you send high quality photos when you apply, so that we may pull from these. Vendors give permission for photographs, video and other advertising related matters to be used by Tiny Gallery.

Vendors are encouraged to promote the event on their own social media as well as other advertising outlets.

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### THEFT & LIABILITY

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Tiny Gallery will do everything in its power to prevent theft of products and displays, but cannot guarantee that items will not go missing or get broken. Vendors are responsible for the loss or damage of their property during the pop-up.

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### TINY GALLERY REGULATIONS

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Prior to the scheduled pop-up show, all vendor participants will be required to sign and submit the Show Regulations Acceptance & Indemnification form on the following page.

## SHOW REGULATIONS ACCEPTANCE & INDEMNIFICATION

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I, \_\_\_\_\_ (name), of \_\_\_\_\_ (company) as a vendor doing a Pop-up or Trunk show at Tiny Gallery, recognize that participating in this event may involve physical activities that have some risk and injuries associated with participation, including, but not limited to those of bodily injury, partial or total disability, paralysis, and death. Knowing that there can be a risk of injury or personal damage, I, \_\_\_\_\_, for myself, my heirs, administrators, executors and assignees, hereby waive, release, discharge, covenant and agree that I will never institute any demands, claim, or suit against Cold Rose Creations LLC DBA Tiny Gallery, and/or its employees, agents and volunteers for any bodily injury, partial or total disability, paralysis, death or personal property damage, that may occur from any cause whatsoever as a result of my participation in the activities of the craft show. I accept full responsibility for the cost of treatment for any injury suffered while participating in the craft show.

By signing my name below, I agree that I have read and understand all the regulations provided by Cold Rose Creations LLC. I agree to set up within the space guidelines and abide by all other regulations provided by Cold Rose Creations LLC. In addition, I authorize Cold Rose Creations LLC to photograph me, take motion pictures of me, take video footage of me and/or make electronic sound recordings of me (herein referred to as photographic or electronic reproductions). I authorize the use of any such photographic or electronic reproductions of me or the products I create for any purpose, including, but not limited to advertising and other public media as may be deemed appropriate by Cold Rose Creations LLC. Furthermore, I understand that I may be identifiable from such photographic or electronic reproduction. I understand that there will be no financial or other compensation for photographic or electronic reproduction — either initial or subsequent transmission or playback. I waive any rights, claims, or interest I may have to control the use of my identity, my likeness or the likeness/identity of the products I create in whatever media used.

I realize if I violate any of the conditions provided with the registration information that I will be asked to leave.

The above terms and conditions are agreed to and understood by:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Position: \_\_\_\_\_