***‘Meet the Author’ Event***

***Table Vendor Intent to Participate***

The Zonta Club of Fort Collins will be holding its 7th annual ‘Meet the Author’ Event on MAY 5, 2018 at the Fort Collins Country Club, located at 1920 Country Club Road Fort Collins, CO 80524.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Name or Business Name), herein referred to as Vendor, agrees to participate in the ‘Meet the Author’ Event. By marking space below, Vendor has indicated the table space they are requesting and agrees to pay the stipulated vendor table fee. In exchange for said fee, the Zonta Club of Fort Collins agrees to provide the Vendor with the requested table space, one event luncheon ticket, marketing and support needed. In the event the Vendor has more than one individual working the table, said Vendor will be responsible for purchasing additional luncheon ticket(s) for assistant(s) at $50 each.

Each table space will be fitted with a tablecloth and a chair will be provided for each individual working the event. Electricity can be provided upon request and any additional needs will be accommodated if possible. Please indicate below if you have a need for electricity or other requests.

Set up time 9AM.

We encourage you to submit your application as soon as possible to reserve your space. Make your check payable to the **Zonta Club of Fort Collins Foundation/Vendor and submit your fee with this completed application to: Zonta Club of Fort Collins Foundation, PO Box 272914, Fort Collins, CO 80527.**

Either way you pay we need this completed form emailed or sent USPO to us. Mark below your table request:

 **\_\_\_\_\_ $** Additional vendor table assistant must purchase a lunch ticket $ 50.00

  **\_\_\_\_\_ $** 8-foot Feet table includes lunch ticket and autographed book $100.00

SPECIAL REQUESTS: Please list below name/contact info for your guest helping you at your vendor table.

If you are splitting a table with another business, you both need to complete this form and return to Michel Olds and state who you are sharing a table with. Whoever shares will then pay the main vendor who purchased the table… the one-half of the $50 table fee. **►**Do you need electricity? No Yes (please circle)

**►**Are you sharing a vendor table? No Yes (please circle one). If yes, complete another form for 2nd business.

 (**►** You can go online to [www.ZontaFCevent.com](http://www.ZontaFCevent.com) and buy your author vendor ticket/or and assistant ticket.)

Vendor Business Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **FOR MORE INFORMATION**

 Type of Business:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Please Like Us on FB and share our event)

 [www.Facebook.com/ZontaFortCollins](http://www.Facebook.com/ZontaFortCollins)

 Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ www.ZontaFCevent.com

 Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **OR CONTACT**

 Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Michel Olds, Foundation Treasurer

 970- 227-3348

 Mailing Address/Zipcode:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ zontafortcollins@gmail.com

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If sharing a table: List 2nd business name here: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print name of your vendor assistant/email here:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vendor Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_