

**Zonta Club of Fort Collins**  
**‘Meet the Author’ Event – Vendor Contract**

The Zonta Club of Fort Collins is holding its 9<sup>th</sup> annual ‘Meet the Author’ Event on **May 2, 2020** at the Fort Collins Country Club, located at 1920 Country Club Road, Fort Collins, CO 80524.

\_\_\_\_\_ (Name/Business Name), herein referred to as Vendor, agrees to participate in the ‘Meet the Author’ event. By checking the 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 luncheon ticket and recognition in the event program. If the Vendor has more than one individual working the table, said Vendor will be responsible for purchasing additional event tickets for each assistant at \$50.

Each table space will be fitted with a skirt, tablecloth and a chair 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** and submit your fee with this completed application to: **Zonta Club of Fort Collins Foundation, PO Box 272914, Fort Collins, CO 80527.**

Mark below your table request:

\_\_\_\_\_ \$100 for 8-foot table includes lunch ticket and autographed book. **ELECTRICITY? YES NO**

\_\_\_\_\_ \$50 for *each* additional table assistant lunch ticket. If sharing a table with another vendor, please submit a separate form with the vendor’s contact information.

\_\_\_\_\_ I am interested in donating an item for the silent auction

▶ (We will be asking for your luncheon choices as the date nears)

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](http://www.ZontaFCevent.com)

Contact Number: \_\_\_\_\_

**OR CONTACT**

Email address: \_\_\_\_\_

Judy Barth, Foundation Treasurer  
970-217-4196

Mailing Address/Zip: \_\_\_\_\_

[zontafortcollins@gmail.com](mailto:zontafortcollins@gmail.com)

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

Assistant’s name and email address: \_\_\_\_\_

If sharing a table, list 2<sup>nd</sup> business: \_\_\_\_\_

Print email for your 2<sup>nd</sup> business: \_\_\_\_\_