

**Meadowlark Service League**  
**20<sup>th</sup> Annual**  
**Charity Luncheon & Tennis Tournament**

**Merchandise & Craft Vendor Registration Information**

**Description of the Event:**

- Luncheon, Tennis Tournament and Boutique Shopping - Monday, March 5<sup>th</sup>.
- Located at Las Posas Country Club, Camarillo.
- Tennis Tournament: 8:30 a.m. - Luncheon/Shopping Event: 10 a.m. to 3 p.m. (Lunch at 1 p.m.)
- 2016-2017 MSL raised and distributed \$222,000 in scholarships for High School graduates and grants to 33 Ventura County based non-profit organizations. Funds are raised annually from three major events that include A Taste of Camarillo, the Charity Luncheon & Tennis Tournament and our festive Holiday Home Tour.
- Attendance at the luncheon in 2017 – over 250 women.

**Vendor Fees and Requirements:**

- The basic Vendor Fee is \$150. It includes one 8 ft. table **OR** one rack space. There is an additional fee of \$50 for each table and/or rack space. For example, a vendor who requires one table and plans to bring two racks would pay \$250. (\$150 for the basic Vendor Fee, which includes one 8' table plus \$100 for space for two racks.)
- Percentage: Vendor to pay 15% of gross sales to Meadowlark Service League at conclusion of event.
- Opportunity Draw Item: Vendor to donate item (not a gift certificate) that represents your booth (minimum value of \$50) for the Opportunity Drawing. **Donated item must be received by Monday, February 19th.** Deliver or mail to:  
Cathy Fields  
2308 Avenida San Antero  
Camarillo, CA 93010
- Electricity must be requested in advance. There is a charge of \$20 for an electrical connection. Vendor will supply extension cord.
- Vendor lunch is available for \$25. Lunch must be ordered in advance.

**Additional Vendor Information:**

- Space is limited and will be allocated on a first come, first served basis.
- **Registration is by mail only.** Vendor must supply merchandise description on Registration Form.
- **No refunds available after Friday, February 16, 2018.**
- Set-up time: 7:30 a.m. – 10 a.m., **vendors must be set-up and open for business by 10 a.m.** and remain open until 3:00 p.m. Lunch will be served at 1 p.m.
- MSL will provide tables. For each table, MSL will also supply table linens and 2 chairs.
- Vendor is responsible to collect payment (taxes included) from shoppers. Vendor will supply all merchandise and shopping bags.
- For more information, please call Cathy Fields at 805-657-6688.

**Meadowlark Service League**  
**20<sup>th</sup> Annual**  
**Charity Luncheon & Tennis Tournament**  
**Merchandise & Craft Vendor Registration Form**  
**Monday, March 5, 2018 from 10 a.m. to 3 p.m.**  
**Las Posas Country Club, Camarillo, CA**

Business Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Cell #: \_\_\_\_\_

Merchandise Description: \_\_\_\_\_

**VENDOR RESPONSE**

Vendor space is limited; we are accepting applications on a first come, first served basis.

___ \$150 Vendor Fee, including one 8 ft. table	\$ _____
___ \$150 Vendor Fee, including space for one rack	\$ _____
___ Number of additional 8' tables x \$50 per table	\$ _____
___ Number of additional rack spaces required x \$50 per rack space	\$ _____
___ \$20 fee for electrical connection	\$ _____
___ Number of Vendor lunches x \$25 per lunch	\$ _____
Total of Advance Vendor fees and lunch	\$ _____

**Please make check payable to Meadowlark Service League (MSL)**

**In addition to the above fees, each vendor is required to pay 15% of gross sales to the Meadowlark Service League at the conclusion of the event, and to donate an item (minimum value of \$50 - not a gift certificate) that represents your booth and is suitable for the Opportunity Drawing, to be delivered by Monday, February 19th.**

Waiver: Meadowlark Service League (MSL) reserves the right to refuse any vendor or application for any reason, such as striving for a variety of merchandise by limiting the amount of vendors with merchandise of one specific product. If this should occur the fee will be refunded. Please do not bring any illegal/knock-off products to sell at this event. MSL or any of the sponsors shall not be held responsible for any loss or damage due to fire, accident, theft, weather, or any other loss or injury whatsoever. Spaces are not insured by MSL. Vendor assumes full liability for protection, care or maintenance of exhibitor's property.

*Please sign acknowledging that you have read all of the information, rules and regulations and agree to be bound by this contract.*

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

\_\_\_\_\_  
Date

**RETURN COMPLETED FORM WITH PAYMENT TO**  
**Cathy Frields**  
**2308 Avenida San Antero**  
**Camarillo, CA 93010**  
**Phone: (805) 657-6688**  
**All proceeds benefit Ventura County based Charities**