



# Vendor Request Form

1. Complete the following "Vendor Request Form". Please note that spaces are limited at most events.\*
2. Submit the "Vendor Request Form" to Spirit Unlimited via fax at (410) 590-4969, or mail to:

**Spirit Unlimited**  
**Attn: Christy Wehner**  
**520 McCormick Drive, Suite E**  
**Glen Burnie, MD 21061**

3. A completed request form must be submitted to Spirit Unlimited **NO LATER THAN** July 31, 2009 to reserve vending space.
4. Space is offered at a "first come, first serve" basis, pending approval of product(s) sold. It is recommended that you send in the "Vendor Request Form" upon receipt of this form.\*
5. Once Spirit Unlimited has received your "Vendor Request Form", a Spirit Unlimited representative will review your request(s) and determine space availability.
6. ALL businesses / organizations will be contacted **NO LATER THAN** July 31, 2009 to confirm your request(s). **A submitted request does not confirm a space\***
7. Once your request(s) have been confirmed, you will receive a "Vendor Registration Packet" outlining all details for registration, payment schedules, and restrictions as well as the vendor "Code of Conduct" policy and "Vendor Agreement".
8. "Vendor Registration Packets", along with *each* event Single/Double Location Fee(s)<sup>#</sup> are due back **NO LATER THAN** August 28, 2009.
9. A vendor request(s) may be denied due to space limitations and the sale of some specific merchandise may be prohibited at Spirit Unlimited events.\*

**\*Note – Many events are limited to a specific number of vendors and location types due to space limitations. Please submit your request(s) upon receipt of this packet to guarantee availability.**

**# Location Fee includes:**

- Single = 1 table, 2 chairs, electric (if requested only), up to a 10' x 10' location
  - Double = 2 tables, 2 chairs, electric (if requested only), up to a 20' x 10' location
1. The entire cost is the Single or Double Location Fee plus the % of Gross Sales.
  2. Additional tables or chairs will be an additional cost (varies \$10.00 - \$50.00 depending on venue).
  3. Additional cost for electric if not previously noted on this form (varies \$50.00 - \$250.00 depending on venue).
  4. % of Gross Sales and additional fees must be submitted one week after the event or \$50.00 LATE FEE applies.



# Vendor Request Form

<b>Business / Organization Name :</b>	<b>Contact Name:</b>
<b>Business / Organization Address (with City, State &amp; Zip) :</b>	<b>Contact's Office Telephone:</b>
<b>E-mail Address (this is a <u>MUST</u>):</b>	<b>Contact's Cell Phone:</b>
<b>Average Gross Sales per Event:</b>	<b>Company Website:</b>

**Please describe your list products and/or services for approval:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Do you require electricity? (Must request to receive):**       YES       NO

Please check	Event Date	Event	Location	Facility	Cost of Event * (Please circle SINGLE or DOUBLE price)		
					Single	Double	% of Gross Sales
<input type="checkbox"/>	10/25/2009	Maryland Halloween Grand Championship	College Park, MD	University of MD, College Park Cole Field House	\$200.00	\$300.00	10%
<input type="checkbox"/>	11/21/2009	All Capital Unlimited Championship	Landover, MD	PG Sports & Learning Complex	\$250.00	\$350.00	12%
<input type="checkbox"/>	12/5/2009	New England Unlimited Championship	Hartford, CT	Connecticut Convention Center	\$250.00	\$350.00	12%
<input type="checkbox"/>	12/5/2009	Heritage Unlimited Championship	York, PA	York Expo Center – Toyota Arena	\$200.00	\$300.00	10%
<input type="checkbox"/>	12/12/2009	Charm City "Dress Rehearsal"	Baltimore, MD	Baltimore Convention Center	\$350.00	\$450.00	15%
<input type="checkbox"/>	12/12/2009	Bluegrass Unlimited Championship	Louisville, KY	Kentucky Exposition Center	\$250.00	\$350.00	12%
<input type="checkbox"/>	1/16/2010	Bay Area Unlimited Championship	Tampa, FL	Tampa Convention Center	\$250.00	\$350.00	12%
<input type="checkbox"/>	1/23/2010	Smoky Mountain Unlimited Championship	Sevierville, TN	Sevierville Events Center	\$250.00	\$350.00	12%
<input type="checkbox"/>	1/30/2010	Hampton "Dress Rehearsal"	Hampton, VA	Boo Williams Sportsplex	\$350.00	\$450.00	15%
<input type="checkbox"/>	2/13/2010	Maryland High School & All-Star Spirit Championship	College Park, MD	University of MD, College Park Comcast Center	\$200.00	\$300.00	10%
<input type="checkbox"/>	2/13/2010	Gold Coast Unlimited Championship	W. Palm Beach, FL	Palm Beach Atlantic University Greene Complex	\$250.00	\$350.00	12%
<input type="checkbox"/>	2/20/2010	Battle at the Boardwalk NATIONALS	Atlantic City, NJ	Atlantic City Convention Center	\$500.00	\$600.00	15%
<input type="checkbox"/>	3/13/2010	Fairmont State Spirit Championship	Fairmont, WV	Fairmont State University	\$200.00	\$300.00	10%
<input type="checkbox"/>	3/14/2010	UMBC Unlimited Championship	Baltimore, MD	University of Maryland Baltimore County Campus	\$250.00	\$350.00	12%
<input type="checkbox"/>	3/20/2010	Southern Peach "Dress Rehearsal"	Atlanta, GA	Georgia International Convention Center	\$350.00	\$450.00	15%
<input type="checkbox"/>	3/20/2010	Sunshine Unlimited Championship	Fort Lauderdale, FL	Nova Southeastern University	\$250.00	\$350.00	12%
<input type="checkbox"/>	3/27/2010	Queen City "Dress Rehearsal"	Charlotte, NC	Charlotte Convention Center	\$350.00	\$450.00	15%
<input type="checkbox"/>	3/27/2010	Williamsburg Colonial Spirit Championship	Williamsburg, VA	William & Mary College	\$200.00	\$300.00	10%
<input type="checkbox"/>	4/10/2010	Season End Round-Up Spirit Championship "US Finals & World Prep"	College Park, MD	University of MD, College Park Cole Field House	\$200.00	\$300.00	10%
<input type="checkbox"/>	TBD	Stony Brook Spirit Championship	Stony Brook, NY	Stony Brook University	\$200.00	\$300.00	10%