



# FUZZ RUN VENDOR APPLICATION FORM



## Applicant Information

Organization Name:		
Contact Person Name and Title/Position:		Email:
Organization Address:		
City:	State:	Zip Code:
Website:	Contact Phone Number:	Fax:

## Giveaways

Are you planning to offer any items or printed information to participants? If so, please provide a general description of the items or information. \_\_\_\_\_

Are you planning to offer any food or drink items to participants? If so, please provide a general description of the items. \_\_\_\_\_

Are you interested in donating a door prize? If so, please provide a description of the item (Donations must be submitted on or before September 1st). \_\_\_\_\_

Do you need special accommodations? Please explain, we will do our best to accommodate your request: \_\_\_\_\_

Circle One: Expo Friday Only    Race Day Only    Both Days    Food Truck Parking    Other: \_\_\_\_\_

## Equipment

The Covington Police Department will provide one table and two chairs to each vendor, unless you prefer to bring your own.  
 Check one:  
 We Need a Table     We Need Chairs     We Need a Table and Chairs     We Do Not Need a Table or Chairs

The Covington Police Department does not provide tents, but a tent is recommended on the day of the race in the event of inclement weather. Do you plan to bring a tent?    YES    NO

## Covington Fire Department Policy

The Covington Fire Department has a vendor policy for special events to ensure the safety of all participants of the event. Please sign and return the policy provided to you. Contact Chief Robert Canady at 678-614-3035 or 770-385-2155, for his office, or rcanady@cityofcovington.org with any questions you have regarding the policy.

## Policies and Vendor Agreement

1. All vendors must complete a Vendor Application form and must be approved by the Covington Police Department. All forms must be submitted by September 1st.
2. The Covington Police Department is a tobacco and alcohol free zone.
3. Vendors will have limited access to power sources from any City of Covington building for any electrical components of vendor setup.
4. **No political endorsements or campaigning can be done on City of Covington property.**
5. Vendor spaces are assigned per EXPO coordinator.
6. All vendors must be on-site by 7:30 a.m. on the day of the Friday Expo and on-site & parked by 7:00 a.m. on the day of the race.
7. I understand that if for any reason my company or organization cannot participate in the event, I will give the Covington Police Department 24 hours notice prior to the event.
8. NO Refunds if the event is canceled due to inclement weather or situations beyond our control.
9. Return the completed vendor form and signed Fire Dept Policy by September 1st.

I acknowledge that all information listed on this form is correct and I agree to abide by all vendor policies.

Signature \_\_\_\_\_ Printed Name \_\_\_\_\_ Date \_\_\_\_\_