



Mail To:  
**MILILANI TOWN ASSOCIATION**  
**ATTN. SPECIAL EVENTS**  
 95-303 Kaloapau Street  
 Mililani, HI 96789

Special Events Only: **C R D J PP**

SPACE # \_\_\_\_\_  UPGRADE

Amount:

Notes:

**Mililani Town Association Vendor Application**

**2022 EARLY BIRD CRAFT & GIFT FAIR**

**Saturday • November 5, 2022 • 4:00 p.m. - 9:00 p.m.**

Rec. Center 5 | 95-1101 Ainamakua Drive Mililani, HI 96789

**MAIL IN DUE DATE: Must be received by 4:00 pm on September 30, 2022**

If mailing after due date, please check mililantown.org for availability before submitting application.

**VENDOR INFORMATION:**

Vendor/Business Name	Contact Name	Contact Phone Number	*Email Address (required)
----------------------	--------------	----------------------	---------------------------

Mailing Address	City	State & Zip Code
-----------------	------	------------------

<input type="checkbox"/> Crafter/Artist	<input type="checkbox"/> Retailer	<input type="checkbox"/> Distributor	<input type="checkbox"/> Jewelry (Handmade)	<input type="checkbox"/> Jewelry (Retail)	<input type="checkbox"/> Pre-packaged Food
---	-----------------------------------	--------------------------------------	---	---	--

List general list of items to be sold or services promoted. **Distributors: List ALL brands to be sold.** Include current photos or Instagram name for consideration.

--

**SPACE REQUESTS** (See Vendor Agreement for indoor/outdoor requirements & specifications):

<b>Check ALL Requests:</b>	<input type="checkbox"/> Indoor Space	<input type="checkbox"/> Indoor Space with Upgrade (+\$15)	<input type="checkbox"/> Outdoor Space
Number of Spaces (Max 3):	List (3) three spaces in order of preference (not guaranteed):		
<input type="checkbox"/> Indoor Electricity Request* (not guaranteed)   Purpose:			

\*Electricity: Priority will be given to outdoor vendors for lighting. Outdoor vendors must provide their own lights, power strips and extension cords.

**VENDOR FEES:**

Single Space Price: <input type="checkbox"/> MTA \$85 <input type="checkbox"/> Non-Member \$100	Multiple Space Price: <input type="checkbox"/> MTA \$80 <input type="checkbox"/> Non-Member \$95	<input type="checkbox"/> Upgrade (Optional): +\$15 <b>*Write separate check for upgrade</b>
Number of Spaces (Max 3):	Subtotal: \$	<b>TOTAL DUE:</b>

**PAYMENT TYPE:**  Check | Check # \_\_\_\_\_  Credit Card Authorization Form

*I have hereby carefully read this entire agreement, and in signing it, I agree to comply with the terms specified in the Mililani Town Association Vendor Agreement. All participants agree to follow all State and City & County mandates pertaining to COVID-19 related safety and other rules set by the Mililani Town Association. Specifics will be outlined in VENDOR REMINDERS that will be sent prior to the event. Vendors who chose not to participate once spaces have been assigned must request a refund (less \$20 processing fee) by Friday, October 21, 2022, at 4:00 pm (see AGREEMENT for CANCELLATION/RETURNED CHECK FEE POLICY).*

\_\_\_\_\_  
 \*Vendor's Signature (required) Date

<b>*****FOR MTA OFFICE STAFF USE ONLY*****</b>		
RECEIPT #: _____	DATE: _____	Amount Paid: \$ _____
<b>METHOD OF PAYMENT:</b>		
<input type="checkbox"/> CASH	<input type="checkbox"/> CHECK   Check # _____	Check Amt. \$ _____
<input type="checkbox"/> CREDIT CARD VISA	MasterCard	Other: _____ Charge Amt. \$ _____
<b>STAFF INITIALS:</b> _____		

**MILILANI TOWN ASSOCIATION | SPECIAL EVENTS  
VENDOR CREDIT CARD AUTHORIZATION FORM**

**Event:** 2022 Early Bird Craft & Gift Fair

**Event Date:** November 5, 2022

<b>Vendor Name:</b>	
<b>Name on Credit Card:</b>	
<b>Credit Card Type:</b>	Circle One: VISA    MASTERCARD    DISCOVER
<b>Credit Card Number:</b>	
<b>Exp. Date:</b>	
<b>CID# (3 digits on back of card):</b>	
<b>Billing Address:</b>	
<b>City, State, Zip Code:</b>	
<b>Authorized Amount:</b>	
<b>Signature*</b>	

- All information is required for authorization.
- \*No electronic signatures
- Don't forget to add \$15 upgrade fee (if applicable) to authorized amount.