

# Design Your Destiny: World's Largest Vision Board & Declaration Event

## Vendor Application Agreement

Please submit completed application via email to [info@taragateswilliams.com](mailto:info@taragateswilliams.com)

**SUBMISSION DEADLINE IS FRIDAY JAN. 31, 2025**

**APPROVED VENDORS WILL BE NOTIFIED BY MON. FEB. 3, 2025**

**Event Date:** Saturday March 8, 2025

**Event Time:** 7:30a -5:00pm

**Event Location:** Bowie State University, Dr. Martin Luther King Center (Building 29)

### 1. Vendor Information

- **Company Name:** \_\_\_\_\_
- **Contact Person:** \_\_\_\_\_
- **Phone Number:** \_\_\_\_\_
- **Email Address:** \_\_\_\_\_
- **Mailing Address:** \_\_\_\_\_
- **City/State/Zip Code:** \_\_\_\_\_
- **Website:** \_\_\_\_\_
- **Social Media Handles:** \_\_\_\_\_

### 2. Product/Service Description

- **Type of Products/Services to be Sold or Promoted:**

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- **Price Range of Products/Services:**

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- **Special Requirements (e.g., internet):**

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### 3. Table Information

- **Table Size:**
  - Standard Table (6 ft.)-1 table max will be provided.
  - Please indicate below if you plan to bring additional racks, shelving, or tables  
ONLY 1 additional 6-8ft table will be allowed. \_\_\_\_\_
- **Table Location Options: Please circle which option you want to secure.**
  - Main Atrium Area
  - VIP Table Inside Event Room (Only 4 VIP tables available)

*Note: Table locations are assigned, and your business name will be on your assigned table upon arrival.*

### 4. Fees and Payment

- **Table Fees: Please circle which option you want to secure.**
  - Standard Table: \$200.00
  - VIP Table: \$300.00 (Only 4 VIP tables available)

*Total payment is due upon approval of this application.*

#### Payment Method:

- Online Payment (Link will be provided upon application approval). Payments are accepted via, PayPal and Cash App.

### 5. Vendor Responsibilities

- Vendors are responsible for the setup and teardown of their Table. Setup time will be shared prior to the event and must be completed 1 hour before the event start time.
- Vendors must ensure their Table is staffed and operational during all event hours.
- Vendors are responsible for maintaining the cleanliness and safety of their Table area.
- All vendor displays must adhere to the event's guidelines and restrictions as outlined in the Vendor Information Packet.

### 6. Event Policies

- **Cancellations:**  
Cancellations must be made in writing by Friday Feb 21, 2025. A refund of 50% of the Table fee will be issued if cancellation is received by this date. No refunds will be issued after Feb. 21, 2025.
- **Insurance:**  
Vendors are required to carry their own insurance. Tara Gates Williams, DYD Founder

and Creator is not responsible for any loss, damage, or injury that may occur during the event.

- **Permits and Licenses:**

Vendors are responsible for obtaining all necessary permits and licenses required by local, state, or federal authorities to operate their Table.

- **Compliance:**

Vendors must comply with all local laws, event regulations, and safety requirements.

## 7. Indemnification

The vendor agrees to indemnify, defend, and hold harmless Tara Gates Williams, DYD Founder and Creator, its affiliates, officers, employees, and agents from and against any and all claims, liabilities, damages, losses, and expenses (including attorney fees) arising out of or in connection with the vendor's participation in the Design Your Destiny event.

## 8. Signature and Agreement

By signing below, the vendor acknowledges that they have read, understood, and agree to comply with all terms and conditions outlined in this Vendor Application Agreement.

- **Vendor Signature:** \_\_\_\_\_
- **Date:** \_\_\_\_\_
- **DYD Representative Signature:** \_\_\_\_\_
- **Date:** \_\_\_\_\_

### Submission Instructions:

Please submit this completed application to by Jan.31, 2025:

Email: [info@taragateswilliams.com](mailto:info@taragateswilliams.com)

Phone: 240-491-2929

**Thank you for your interest in being a vendor at the Design Your Destiny: World's Largest Vision Board & Declaration Event!** We look forward to working with you to create an inspiring and successful event.