



## Rules for Vendors and Exhibitors

1. Booths are required to promote products, technologies, or services relating to energy efficiency, environmental responsibility, or sustainable lifestyle practices.
2. Exhibit Fee: Exhibit fees must be paid in full by February 25 to ensure your booth space. **Please make check and credit card payments to "SEL Event Center."**
3. Electricity: Electricity is available to most booths at no extra charge. You will need to furnish your own UL-approved extension cord.
4. Washington Sales Tax: Vendors who plan to sell during the Green Fair will need to obtain a permit from the Washington State Department of Revenue. A temporary permit can be obtained at no cost. Please call 1.866.248.1287 for more information.
5. Exhibit Space: Booths are not to be shared and may not be sublet without prior approval from KLEW-TV. At the end of the event, vendors are expected to leave booth spaces in the same state as they were found. Please let Green Fair operators know if you have special requests or needs prior to the event.  
  
Booths must be manned at all times during Green Fair hours. (Friday, 10 a.m.–8 p.m., Saturday, 10 a.m.–4 p.m.) Booth takedown is not allowed prior to 4 p.m. on Saturday. You are responsible for cleanup.
6. Cancellations: Refunds are not allowed for this event. Cancellations after March 11 will be subject to a \$100 cancellation fee.
7. Security: KLEW-TV and the SEL Event Center are not responsible for possessions, items, and belongings of vendors during event hours. The SEL Event Center is equipped with a security alarm system that is activated every night.

Exhibitor agrees to operate in a manner that does not create any unusual liability situation and agrees that the Exhibitor and its employees shall hold KLEW-TV, the SEL Event Center, and Schweitzer Engineering Laboratories, Inc., and the employees of KLEW and Schweitzer Engineering harmless from any personal liability. Any situation that is deemed of unusual liability by KLEW or the SEL Event Center will be grounds for Exhibitor to leave the premises immediately.

By signing this form, you agree that you have read and understand the rules.

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Signature

Date

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Print Name



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