



# 2025 City of Ward 4<sup>th</sup> of July Celebration Vendor Form



Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

What type of booth / vendor (short summary):

\_\_\_\_\_

\_\_\_\_\_

☐ Non-profit or Informational Booth

☐ \$20 Booth / Vendor fee, for a 10x10 spot

☐ \$10 Electricity (Voltage/Amps needed) \_\_\_\_\_

Vendors will be responsible for providing any equipment needed, such as tent, table, chairs, etc. We do have a limited number of available spots with electricity. Location for the event will be based on electricity needs, as well as first come, first serve basis.

The City of Ward will not be responsible for any loss, damage, or injury to person(s) or property in operating the booth. **Please note that each vendor selling items is responsible for reporting federal, state, and local taxes on your sales. A form will be provided to each vendor. A sales tax payment can be made at the event.**

If you have any questions regarding the event, please contact Michelle Fitzgerald at (501) 422-9558 or [parksandrecreation@cityofward.com](mailto:parksandrecreation@cityofward.com).

Signature \_\_\_\_\_

Date \_\_\_\_\_

For Office Use: \_\_\_\_\_

Rec#: \_\_\_\_\_ Amount\$: \_\_\_\_\_ Clerk: \_\_\_\_\_