A Series of Magical Events (ASOME) - Spring 2027
The Magical Community Collaborative, LLP (MCC)

Time: Saturday, March 13th, 2027 10am-6pm
Place: Fonner Park, Aurora Cooperative Pavilion
540 E Stolley Park Rd, Grand Island, NE

All booth spaces include ONE 8' table and two chairs, with additional tables/chairs available by request. Electricity is available on a by-request basis, in limited supply. We do our best to accommodate vendor requests, such as booth placements and electrical hookups, but requests MUST be submitted along with your application at least one month prior to the expo in order to be considered. **Requested accommodations are not guaranteed unless otherwise stated.**

Application Instructions:
Please make sure you read all information carefully. If you have any questions about any part of this application, you are welcome to reach out to us.

Your application will be reviewed by our team and you will receive notice at the email you provided on the form, of whether you have been accepted once our team has had time to receive and review your application, and payment information will be provided at that time. ***Your space at the show is not confirmed until you receive your follow-up confirmation and payment for your space has been received by MCC.***

To fill this form out online, you can visit our website: https://www.magicalcommunity.org - Your application will be reviewed within 48 hours of being received.

If you would like to email your application, you may fill it out on this document, save a copy, and send the completed application to: info@magicalcommunity.org

To mail this application, please send it to:

Magical Community Collaborative, LLP
714 W 2nd Street
Hastings, NE 68901

Agreement: By submitting your application, you acknowledge that you have read and agree to abide by all show rules and these Terms & Conditions of Service as outlined in the following pages. This includes all venue-specific rules as listed on page 9 of this document.

Contact Information

Application Contact Name: _____

Application Contact Email: _____

Phone Number: _(_____)_____-_____

Please list other booth staff (including children, please list age for kids):

_____

_____

How did you hear about us?

☐ Returning Vendor ☐ Attended SoulFest Previously ☐ Friends ☐ Search Engine*

☐ Social Media* ☐ Vendor Referral* ☐ Other (please describe)

**If search engine, social media, vendor referral, or other, please describe or name. This will help us better understand our marketing efficacy or relay our thanks:*

_____

Vendor Information

Business Name: _____

Your Preferred Website or Social Media Link (*How can people find you?*):

_____

Is this a shared booth space? Yes / No

If this is a shared booth: We love to see collaboration happening! For marketing and event layout purposes, please include information for BOTH vendors sharing the space so that we know how to best place you!

Shared Vendor Information:

Contact Name: _____

Business Name: _____

Contact Email: _____

Booth Information:

What are you bringing to your table? In order to create a balanced show where everyone is able to shine, we need to know what our vendors will be providing. **Please include any and all categories of products and/or services you would like to include at your booth, including shared booth items/services.**

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We <u>want</u> to market for you! Please include a short bio for your business or practice. *Are bios difficult for you? Let us know! We'll put you in touch with our professional marketer/graphics designer who can assist you in creating a clear and appealing intro for your business.*

☐ I would like to be contacted for help with my bio

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Please note: One 8' table and 2 chairs are included with all booths. Vendors are welcome to bring their own tables/pavilions/chairs, <u>provided they fit within the assigned space</u>. *Vendors are responsible for bringing their own table covers/decor/etc. Additional tables/chairs are available on a limited basis by request.*

Payments: Payment is required upon acceptance of your application in order to secure your booth space. Alternate payment options are available and may be discussed once your application has been accepted. **Final payments must be received by January 12th, 2027**.

Booth Size Selection: (One 8' table & 2 chairs included with all booths. Extra tables and chairs available by request)

Please note: *alternate booth size availability is LIMITED, and only available by request. If you require a different booth size from what is listed, please select "contact to discuss options."*

☐ **8’ x 8’** **-** $150

☐ **8’ x 12’** **-** $200

☐ *Please contact me to discuss alternate booth size options*

Special Requests
We will do our best to accommodate your requests, but space and availability may be limited. Special requests include alternate booth sizing, booth placement, or being placed next to a particular vendor. (Select "Other")

Please note: *Neighbor-placements are subject to request and confirmation by both parties.*

☐ **- Request Electricity** (adds $20)

☐ **- 1 Extra 8’ Table**

☐ **- 2 Extra Folding Chairs**

☐ **- Other**

Please explain any other special requests.

_____

Is there anything else we should know about your request?:

_____

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Please note: Applications, including any special requests, must be submitted no later than January 12th, 2027. *We cannot guarantee any requests or changes for our Spring 2027 show vendors after this date.*

Images & Advertising

Once your application has been reviewed we will contact you to confirm your space, and images may be emailed to us at that time. *Please include bio pics, business logo, and a few product or service pictures for us to include when sharing your booth to our social media or in our digital program.*

☐ - I agree that my images may be used for all advertising and social media purposes to advertise vendors at A Series of Magical Events, hosted by the Magical Community Collaborative, LLP.

Vendor Responsibilities

By submitting this application, you confirm that all information provided is accurate and that all content is your own intellectual property. By submitting, you also acknowledge that you have read and agree to our terms and conditions of service, including our venue rules, a copy of which may be downloaded and reviewed at the links below this form. **Final payments must be received by January 12th, 2027.**

☐ **- I agree that I have read and agree to the show rules, and terms & conditions of this contract (pages 6-9,) and agree to abide by all venue rules.**

Signed: _____ Date:_____

Show Rules

- **Special Requests**: such as booth placements and electrical hookups are available, but requests MUST be submitted along with your application at least one month prior to the expo in order to be considered. **Requested accommodations are not guaranteed unless otherwise stated.**
- **Booth Content:** All booths must maintain legal and appropriate content suitable for all ages, all venue rules and requirements must be adhered to.
- **Permits & Compliance:** Vendors are responsible for obtaining proper sales and use tax permits, business licenses, required insurance, and ensuring compliance with all venue, local, and state regulations.
- **Sage Burning:** Only smokeless sage may be used to accommodate venue rules and potential allergies. No open flames or burning of incense is allowed at this venue.
- **Booth Usage:** Booths are designated for the person or business submitting the application. Subleasing is not permitted. Booth sharing is allowed at no additional fee, but **all parties must be listed on the application.** We request that ALL products and services intended to be provided be included on the application so that we may place your booth appropriately.
- **Event Duration: Vendors are required to stay for the entire event unless prior arrangements have been made.** Early departure disrupts the experience for attendees and other vendors. Event hours are 10:00 AM to 6:00 PM. Volunteer staff is available at all times to provide coverage if you need a break or to step away from your booth.
- **Food & Drink:** On-site concessions and a drinking fountain are both available all day at the venue. **Due to venue rules, outside food or drink is not permitted.** *We ask that vendors please plan ahead for their needs and comfort. Volunteer staff ARE available to watch your booth if you need to run to your vehicle to eat. Personal water bottles ARE allowed within the venue.*
- **Setup & Teardown:** Early setup will be available the day prior to the show, at a time to be announced. Regular setup begins at 7:00 AM on the day of the event. **All booths must be set up by 10:00 AM when the show opens**, and all booths dismantled and the area cleared by 8:30 PM on the same day. **Vendors are required to stay for the entire event unless prior arrangements have been made.**
- **Parking:** Vendors may use the unloading zone on the north side of the building or the large doors to the west side during setup, but must move their vehicles to the designated vendor parking area in the large covered parking lot on the west side, directly behind the venue, after unloading. Please be courteous of everyone and do not block entrances or exit or use patron parking.
- **Venue Rules:** Vendors agree to abide by all venue rules, as stated in this document. **No smoking, vaping, or open flames are permitted at this venue.**

ASOME Vendor Terms & Conditions of Service:
This agreement is entered into by and between the vendor and Magical Community Collaborative, LLP. For more information, questions, or concerns, please contact info@magicalcommunity.org

Vendor Responsibilities:

Liability: Vendors are responsible for their own merchandise, equipment, cash, displays, and personal property and should take reasonable precautions to secure them. Vendors are responsible for damage or injury caused by their own acts or omissions, subject to applicable law.
Booth Setup: Each booth is provided with one (1) 8' x 2' table and two (2) folding chairs. Vendors are responsible for bringing their own table covers, decorations, and any additional tables, chairs, or pavilions they wish to use, provided they fit within the assigned space. Additional tables and chairs may be provided by the hosts by request, provided they are requested at least 60 days prior to the show date.
Intellectual Property: By submitting an application, the vendor grants The Magical Community Collaborative, LLP and A Series of Magical Events a non-exclusive, royalty-free permission to use submitted business names, logos, images, and descriptions to promote the vendor's participation and the event through ASOME's website, social media, event materials, and related marketing. This permission does not transfer ownership of the materials to MCC.

The vendor confirms that application information is accurate and that the vendor owns or has permission to use the business names, logos, photographs, product images, descriptions, and other materials supplied to ASOME and MCC.

Vendor Removal and Rule Violations
MCC may deny entry, require corrective action, suspend activities, or remove a vendor for illegal activity, safety risks, harassment, threats, discrimination, misrepresentation, prohibited items, venue-rule violations, property damage, interference with event operations, or material or repeated noncompliance with these Terms & Conditions.

When practical and safe, MCC will allow an opportunity to correct the issue. Immediate action may be taken when necessary to protect people or property, ensure compliance, maintain event operations, or follow venue staff directions.

Vendors removed for violating these Terms & Conditions or venue rules are not entitled to a booth-fee refund. If removal is unrelated to vendor conduct or a violation, MCC will determine an appropriate refund or credit in writing, subject to applicable law.

Fees and Refund Policy:
Booth Reservation Fees: Booth fees are partially refundable up to 60 days from the event date, minus a 40% fee to cover advertising and expenses incurred. Refunds may be reviewed on a case-by-case basis, and ASOME and its hosts reserve the right to deny refunds or give

only partial refunds for booth fees once applied to advertising and venue rental. For weather events or acts of God that cause event cancellation, booth fees will be partially refunded, minus 40% to cover advertising and expenses incurred, OR an event credit toward a future show date may be offered.

Cancellations: Cancellations requested by the vendor less than 60 days before the event, or after January 12th, 2027, will result in forfeiture of the booth fee.

Final Payment: Final payments are due by January 12th, 2027.

Financial Requests: To request information on payments or refunds, vendors may contact: Magical Community Collaborative, LLP at info@magicalcommunity.org

Fonner Park – Venue Vendor Welcome, Rules, & Conditions

Welcome to Fonner Park! We're excited to have you join us for your upcoming event. To ensure a safe, smooth, and successful experience, please review the following guidelines. These rules apply to all vendors and are in place to maintain the quality of our facility and events.

Vendor Rules & Guidelines:

Setup & Teardown

- Vendors may only load in/out through designated overhead doors during approved setup times.
- Setup and teardown must be completed within the contracted event hours.
- Do not arrive before the designated setup time.
- Overhead and exterior doors must not be left open or propped open.
- Fire exits must remain clear and visible at all times.

Use of Facility

- Use of Fonner Park equipment (e.g., forklifts) is prohibited without prior approval.
- Only gaffer's tape or sporting mat tape may be used on floors—duct tape is not allowed.
- Smoking or tobacco use is prohibited inside all facilities.

Prohibited Items/Activities

- No propane, butane, LP gas, or open flames.
- No helium balloons.
- No glitter, confetti, or similar materials.

Parking

- Overnight parking is not allowed.
- Camping is only permitted in the RV Park (contact Kathy at 308 382-4515).
- Parking is restricted to designated north and south lots.
- No parking under the Aurora Cooperative Pavilion's west-side awning unless pre-approved.
- No blocking garage doors—loading/unloading must be brief and comply with fire code.
- No vehicles may be parked inside unless pre-approved.
- Driving in is for loading/unloading only.
- Avoid leaks of oil, fuel, or other substances inside the facility.

Trash, Food & Beverage

- Vendors are responsible for disposing of their own trash in lined cans or dumpsters.
- Break down all boxes before disposal.
- No grease disposal or cleaning in restrooms, drains, sinks, or toilets.
- Outside food and beverages are prohibited inside the facilities.
- No outside alcohol is allowed on the grounds per liquor license regulations.

Signage & Sales

- Do not post, tape, staple, or affix any signage to facility walls.
- Banners may only be attached to pipe and drape using zip ties or string.
- Advertising inside or outside the facility requires prior written approval.
- All vending and signage must be confined to approved spaces only.

General Conduct

- Public foyers may only be used for registration, ticket/product purchases, or lounging.
- Vendors must comply with all facility rules and staff instructions.
- The event lessee is responsible for ensuring vendor compliance.