



# Northern Marianas College

29th Annual Charter Day Celebration

Friday, May 07, 2010

NMC South Field, As Terlaje

## BOOTH REGISTRATION FORM

**Booth Information:**

Organization/ Business Name:

\_\_\_\_\_

Contact Information:

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

Telephone: \_\_\_\_\_

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

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

Proposed Purpose of Booth:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If electricity is needed, list all equipment (only 120 volt—20mps max)

Type	Amperage/Watts
_____	_____
_____	_____
_____	_____
_____	_____

**Event Guidelines:**

- NMC will provide tent space (minimum 20X 10) for each paid entry and an electrical outlet. Appliances used by booth participant must be listed and cannot exceed 120 volts and 20 amps. Booth participants must provide all other needs, such as tables and chairs. **ABSOLUTELY NO LARGE APPLIANCES** (freezers, refrigerators, etc.)
- Booth spaces are provided on a first-come, first-serve basis. Booths can only be approved and assigned a booth number. After payment is made to NMC's finance office a receipt is presented to NMC Charter Day co-chairs.
- The event will run on Friday, May 07, 2010 from 4:00-11:00 PM. Booth participants are responsible for keeping their area clean at all times and returning their area in its original condition.
- No alcohol, drugs, or drug/paraphernalia are allowed on site.
- **BEVERAGES THAT ARE TO BE SOLD DURING CHARTER DAY MUST BE PURCHASED FROM THE COMPANY THAT SPONSORS CHARTER DAY. The sponsoring beverage company will announced in the next few days.**
- No booth may display or pass out any political fliers, banners, posters, brochures, etc. No political parties are allowed to solicit during Charter Day.
- Any changes to the booth content or electrical needs must be approved in advance.
- Each booth will receive 1 parking permit. If any additional parking permits are needed, it must be justified and approved by the Charter Day Chairpersons.

**Booth Fee for Food Vendors: Non-Refundable \$150**  
**Booth Fee for Non Food Vendors: Non-Refundable \$ 100**  
**Booth Fee for NMC Organization: Non Refundable \$50**

**A \$50 deposit is required and will be returned pending approval of Booth Site Cleanliness by Committee.**

**Please have application submitted before Monday, April 26, 2010 .**

I have read and agreed to abide by the rules stated above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Club Advisor (if applicable)

This entry is approved based on the information provided above:

\_\_\_\_\_  
Committee Chair

This applicant is assigned to booth space # \_\_\_\_\_  
(to be provided upon receipt of all fees).