



FORT RUCKER FAMILY & MWR VENDOR PROGRAM NEW VENDOR REGISTRATION FORM

Business Name: _____

Point of Contact Name: _____

Primary Phone Number: _____ Home Cell

Secondary Phone Number: _____ Home Cell

Email Address: _____

Mailing Address: _____

City

State

Zip code

DUNS Number: _____

W-9 Form (Change of address requires a new W-9)

Enclosed **Previously submitted**

I acknowledge that I will be required to obtain liability insurance and that my certificate shall name the US Government as co-insured. I understand the amount of insurance is based on the risk of my business and is determined by the NAF contracting office.

Booth Space Requirements: _____ X _____

*Include space required to maneuver trailers, open doors, walk, etc. Standard vendor space is 10' x 10' and prices vary per event, see event schedule and pricing posted on our website <http://rucker.armymwr.com/us/rucker/programs/special-events> **If you require additional space, contact the Special Events Coordinator. Additional fees may apply.

Concession or support vehicle to be left on the field during the event. (Food vendors only)

Yes **No**

Type of trailer or support vehicle (i.e. concession trailer, box truck, etc.):



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Electrical Requirements:

- Number of 110V – 20AMP outlets: _____
- Number of 110V – 30AMP outlets: _____
- Number of 220V – 30AMP outlets: _____
- Number of 220V – 50AMP outlets: _____

Detailed description of items for sale, attach additional sheets if necessary:

Special Requests or Comments:

Interested Events

Check all that apply. Checking a box does not imply vendor acceptance at the event.

- | | |
|--|---|
| <input type="checkbox"/> Yard Sale: Saturday, 21 March 2020 | <input type="checkbox"/> Freedom Fest: Thursday, 2 July 2020 |
| <input type="checkbox"/> Children’s Festival: Saturday, 4 April 2020 | <input type="checkbox"/> Oktoberfest: Friday, 25 Sept 2020 |
| <input type="checkbox"/> Day at the Lake: Saturday, 16 May 2020 | <input type="checkbox"/> Yard Sale: Saturday, 17 October 2020 |

We strive to provide a unique mix of vendors which causes vendor spaces and certain product line offerings to fill up before the specified deadline. Vendors are accepted on a first-come, first-served basis. Prior participation at Fort Rucker events does not guarantee a vendor space. Once Special Events receives your completed registration form, you will be contacted with event requirement forms for signature. All registration forms and payments must be received prior to confirmation that your space has been secured. No exceptions! Vendor information is subject to change and all updates will be posted on our website <http://rucker.armymwr.com/us/rucker/programs/special-events>. Vendor opportunities and pricing can also be found at this website. Please visit this site **prior** to submitting your registration documents and payment. DFMWR reserves the right to limit types of items available for sale and prices may not undercut those of DFMWR activities. Please submit all forms to DFMWR Special Events, PO Drawer 620189, Fort Rucker, AL 36362, or email them to timothy.m.carter.naf@mail.mil or shannon.d.burke.naf@mail.mil, or bring them to 5700 Novosel St (Soldiers Service Center) 3rd floor, suite 390, Special Events. Payments can be mailed or hand delivered, write checks out to IMWRF. This Registration form is **not** a Concessionaire Contract. Once approved, you will receive a concessionaire contract to sign and return.