

**University of North Alabama
Vendor Space
APPLICATION FORM**

Vendor: _____ Contact Name (if different): _____

Address: _____ Phone Number: _____

Email Address: _____

Date(s) Requested: _____ Time Requested: _____

Locations Requested: GUC Atrium Amphitheatre Green Space NPHC Gardens

Purpose of Station:

- Promotion (describe type): _____
 Sales (describe products): _____
 Other: _____

Set-Up Information:

Tables (#): _____ Chairs (#): _____
 6-ft 8-ft

Applicant Signature: _____

Is your group a Recognized Student Organization?

- NO
 YES _____

Advisor's Signature: _____

Advisor's Name: _____

Please have all necessary licenses and/or permits ready to display upon request. Vendors are responsible for obtaining all necessary licenses and permits and for reporting any sales tax to the appropriate authorities. Recognized Student Organizations and University Departments may set up vendor stations free of charge during normal operating hours, when space is available.

* Corporate Fee (Per Day) \$150.00 * Individual Fee (Per Day) \$50.00

Please return this form to:

Guillot University Center Operations and Event Management
GUC Office 107
UNA Box 5068
Florence, AL 35632
Phone: 256-765-4658

Approved By: _____ Date: _____