



3100 N.W. 5th Avenue . Boca Raton, FL 33431  
561.395.3011 ext. 804 • [pto@assahaba.org](mailto:pto@assahaba.org)  
[www.pto.assahaba.org](http://www.pto.assahaba.org)

## FALLFEST VENDOR INFORMATION AND REGISTRATION

GSA-PTO Fallfest will be held on Saturday, November 15th, starting with a garage sale at 6am in an effort to raise money to rebuild GSA's playgrounds. Recreation is an important part of growing up. The need to have a covered, non-sand and creative playground has become a major concern for UV related issues; wet, unclean and oft harmful sand (hair, eye irritation). As an incentive, a modern and creative playground design would be both invigorating as well as gratifying for our beautiful growing children.

### ALL VENDORS ARE WELCOMED

Due to limited space and time we would honor vendors on a first come basis only. Please complete the "Vendor Registration Form" on page 4 & 5, pay a non-refundable registration fee of \$10.00 and make a contribution no less than \$30.00 (per space). When we receive your Fallfest Vendor Registration Form, \$10.00 registration fee and your donation no less than \$30.00, (cash only) we will call or email you to confirm your space. After payment is received and confirmed, vending space(s) is final.

Set up is at 11:30am and vending starts at 1pm to 6:00pm. Vendors are responsible to bring their own tables, racks and tents.

Electricity can be provided for an extra \$20.00. Vendors must provide their own heavy-duty extension cords (100 ft. minimum).

Vendors are requested to vacate the property no later than 7:00 pm. No exemptions allowed.



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## VENDING RULES / DISCLOSURES

1. The last day to register is Wednesday, November 12th, in order to vend at the event.
2. Vendors will purchase their vendor space(s) on first come first serve basis prior to the event.
3. Fallfest times are from 1:00pm – 6:00pm. Vendors would be allowed to set up at 11:30pm but would not be allowed to vend before 1pm.
4. All vendors must report to the vendor sign-in table in ICBR's parking lot when they arrive on November 15th.
5. The set-up time for vendors is from 11:30pm – 1:00pm on November 15th. Vendors must vacate the premises no later than 7:00pm.
6. Vendors who come after 1:00pm on November, 15th will not be allowed to vend...NO Exceptions, registration fee and donation are non refundable.
7. All offered services and products for sale, display, or distribution must be Islamically permissible. GSA-PTO reserves the right to have items removed from sale at their discretion and/or terminate the vendor's registration without advanced notice or warning either prior to or on the day of the Fallfest. To find out if your products or services are permissible, please contact us at (561) 395-3011 ext. 804, or email [pto@assahaba.org](mailto:pto@assahaba.org).
8. No Food or Drink vending is permitted in the Fallfest or anywhere else on the premises without prior written authorization from GSA-PTO no later than November, 15th. No exceptions allowed.
9. Any type of henna or imprinting services is not allowed without prior written approval from GSA-PTO. Face painting is NOT allowed.

10. Each vendor space is one parking space unless more than one parking is purchased. Vendors are required to keep all of their items (including table and/or clothes rack) within their purchased space(s).
11. Tents, canopies, and other set-up equipment other than tables and clothes racks must be pre-approved by GSA-PTO no later than November, 12th, NO exceptions.
12. Equipment and products should not obstruct other vendors and the walkways.
13. Balloons or other inflatable items are NOT allowed without prior written approval from the GSA-PTO.
14. Flyers, postcards, business cards, or any other promotional material can NOT be distributed or passed out outside of the Fallfest area.
15. Solicitations for donations are not allowed. Vendors are not allowed to have any signs, boxes, and/or containers written with the word "Donations" (or any other term(s)/phrase(s) that carries the same meaning) on display in any area of the Fallfest or elsewhere on the property...NO EXCEPTIONS.
16. Vendor's registration fee and donation made are non-refundable. A rain date will be given in case of cancellation.
17. If the instructions and rules are not followed, GSA-PTO reserves the right to have the items removed from sale at its discretion and/or terminate the vendor's registration without advanced notice or warning. For more information about becoming a vendor, please call at (561) 395-3011 ext. 804 or email [pto@assahaba.org](mailto:pto@assahaba.org)



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## GSA-PTO FALL FEST VENDOR REGISTRATION FORM

The set-up time for vendors is from 11:30am to 1:00pm on November, 15th. Vendors who come after 1:00pm on November, 15th will not be allowed to vend...NO Exceptions. The last day to register is Wednesday, November 12th in order to vend at the event. Please complete the form below and email it to [pto@assahaba.org](mailto:pto@assahaba.org) or hand deliver it to Nadirah at GSA's front office.

Company Name	
Billing Address	
City, State & Zip	
Website	
Contact Name	
Telephone	
Fax	
Email	
Product Type	<ul style="list-style-type: none"> <li>○ Arts &amp; Crafts</li> <li>○ Multimedia (CD, DVD's, Books etc)</li> <li>○ Children Item's</li> <li>○ Clothing</li> <li>○ Services</li> <li>○ Sport Items</li> <li>○ Electronics</li> <li>○ Gifts &amp; Promotional Items</li> <li>○ Health &amp; Beauty</li> <li>○ Household Products</li> <li>○ Financial</li> <li>○ Jewelry</li> <li>○ Other _____</li> </ul>

Business Type	<input type="radio"/> Non-Profit <input type="radio"/> Profit
Number of Spaces	<input type="radio"/> One Space <input type="radio"/> Two Spaces _____ Spaces
Registration Fee: \$10.00 per Application	<input type="radio"/> \$10.00 <input type="radio"/> \$20.00 Other \$_____
Electricity	_____Yes _____No

Signature: \_\_\_\_\_ Date: \_\_\_\_\_