

Nixyaawii Governance Center

Vendor Request Form

Name		CTUIR Enrolled?	Yes / No
Enrollment No.		If enrolled elsewhere, name of tribe.	
Fundraiser	Yes / No	Name of Group for Fundraiser	
Purpose of Fundraiser		Items Vending	
Cost range of items being vended		Date Requesting	
Start Time		End Time	
Contact Information		Additional Comments	

Basic Rules for Vending: Vendor applications are to be submitted for fundraising purposes and must be by the Executive Director's office before set-up of any vendor table(s). Vendors selling food items will be located in the Commons room and non-food vendors will be assigned space one, space two, or space three in the NGC lobby (see map on the back of this form). Food vendors using the Commons room must use the cook top and oven in the room, no other cooking implements are allowed. Vendors located in the lobby will provide their own tables and chairs. All vendors must return the facility to its original condition. **Vendors must vacate by 3:30 p.m. If you are unable to vend as planned please call (541) 276-3165 to cancel.** By signing below you agree to and understand the basic rules for requesting permission to vend items and that the CTUIR is not responsible for damaged or stolen goods. No vendor request for continuously reoccurring dates will be approved (a new form must be submitted for each vending time requested).

Signature: _____

Name Printed: _____

Date: _____

Preference will be given to enrolled CTUIR members who are raising monies for school or youth groups.

All Vendors: submit completed form to the lobby staff at the Nixyaawii Governance Center.

Food Vendors: submit proof of valid Food Handler's Permit with completed form.

Application must be approved by Executive Director's office prior to vending.

Approved By _____

Date Approved _____

NGC Lobby Vendor Areas

