

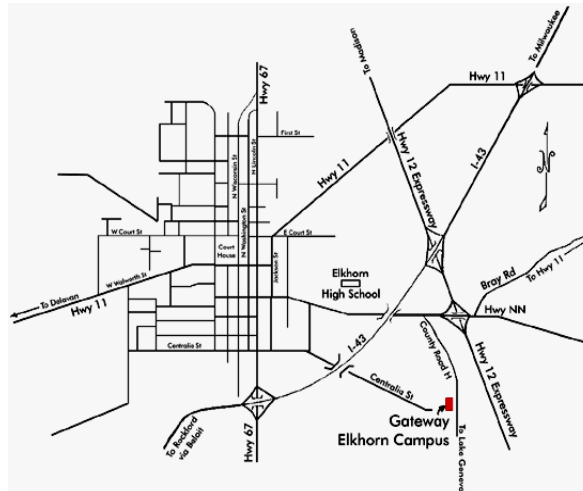
We are looking forward to this event and together we can make this an educational and fun day for everyone!



Event Schedule

10 a.m. to 2 p.m.

- Workshops and Demonstrations
- Displays and Information
- Indoor Farmers Market
- Indoor Green Market
- Recycling Center
- Refreshments Available for Purchase
- Live Entertainment
- Raffle and Door Prizes
- Kid-Friendly Activities



Maps & Directions

Gateway Technical College
Elkhorn Campus
400 County Road H
Elkhorn, WI 53121

*For directions & floor plan please visit:
www.gtc.edu/elkhorn-campus*

Contact Information

Barb Olijnek
262-741-8106
olijnekb@gtc.edu

Elizabeth Klinzing
262-741-8190
klinzinge@gtc.edu

*For maximum marketing exposure, please
Register early!*



7th Annual Celebrate Earth Day

Saturday, April 21, 2018

10 a.m. - 2 p.m.

Gateway Technical College

400 County Road H, Elkhorn, WI

www.gtc.edu/earthday

Celebrate Earth Day is a community wide celebration designed to share information and encourage participation in activities that help us live our lives in a more environmentally friendly way.



ELKHORN

Area Chamber of Commerce
& Tourism Center, Inc.

ELKHORN

Parks & Recreation Department



Set-Up

Set-up will be Saturday morning starting at 8 a.m.
Details on parking and building location for 2018
Earth Day will be in the confirmation letter.

Space Preferences

Booth preference? Indoor Outdoor
 Same location as 2017 No Preference
Electrical outlet needed? Yes No
How many chairs? 1 2

One 8' table is provided. If space permits, would you
like an additional table? Yes No
Presenters audio/visual set-up needs:

Other special set-up needs:

Note: Limited additional space may be available for large displays. Please phone Barb at 262-741-8106 for more information. There is no charge for booth space however Gateway reserves the right to deny a booth application.

Organization Promotion

We can promote your organization on our event
webpage and Facebook page. Please list your
permission below:

Website: Yes No

URL: _____

Facebook: Yes No

Donate Item(s)

There is no charge for your space at this community
event, however, we ask those selling items, to
please consider donating an item for inclusion in our
raffle basket drawings as a gesture of goodwill to
the community. Staff/volunteers will collect items
on the day of the event. Thank you!

Event Coordinator Contact Information

Barb Olijnek 262-741-8106, olijnekb@gtc.edu
Elizabeth Klinzing 262-741-8190, klinzinge@gtc.edu

Celebrate Earth Day Vendor Form – Saturday April 21, 2018

Organization/Business: _____ Contact Person: _____

Address: _____

Cell Phone: _____ E-mail: _____

Name & phone number of person manning the booth: _____

Please indicate what best describes your preferred involvement:

INFORMATIONAL BOOTH: Non-profit organization involved in environmental issues; no sales from booth.

CRAFT BOOTH: Craft items made out of natural, reused or recycled materials. Sale items must be of a handmade nature using natural, recycled or reused products. No purchased (pre-made) items for resale allowed.

GREEN/FARMER'S MARKET BOOTH: For profit or non-profit organization that typically sells products or services. Sales may also be solicited from the booth. Products and services must be considered beneficial to the environment. No purchased (pre-made) items for resale allowed.

RECYCLING CENTER: For profit or non-profit organization that will collect items for recycling or repurposing. Examples might include: paper shredding, plastic bags, ink cartridges, batteries, etc.

FOOD VENDOR FOR EVENT ATTENDEES: For profit licensed organization that will make and sell food items for sale on site. Past attendance 400+

WORKSHOP/DEMONSTRATION: For profit or non-profit organization that will educate the public about living in an environmentally friendly manner. Please include number of sessions and length of demonstration desired in description below. Unsure? Contact Barb Olijnek for more information. (262) 741-8106.

In a paragraph, describe what you will be teaching, displaying, demonstrating, selling or promoting:
(for event promotional use; attach additional sheet as needed)

NEW THIS YEAR! All vendors participating in the Celebrate Earth Day Event will need to complete and submit a separate Vendor Acceptance of Risks and Responsibility Agreement with this Registration form. In addition, vendors bringing live animals/insects and/or selling food or personal use products (such as honey, apples, samples, creams, soaps, herbs, art, or jewelry) are asked to also provide a copy of your Certificate of Liability Insurance (COI). If you have any questions regarding this new requirement, please don't hesitate to contact us.

Completed Registration forms and Vendor Risk and Responsibility Agreement and/or COI (if applicable) can be sent by emailed to Barb Olijnek at olijnekb@gtc.edu or mailed to:

Gateway Technical College, Barb Olijnek /Earth Day, 400 County Road H, Elkhorn, WI 53121



VENDOR ACCEPTANCE OF RISKS AND RESPONSIBILITY AGREEMENT AND RELEASE OF LIABILITY

Vendor is requested to read this document and complete all requested information.

Page 1 of 2

Please submit this form to the individual from whom you received the form at least 3 days prior to the event.

This Acceptance of Risks and Responsibility Agreement and Release of Liability (“Agreement and Release”) is executed by:

_____.

Please print first and last name of each individual(s) (“Vendor”) and is issued to GATEWAY TECHNICAL COLLEGE (“COLLEGE”).

_____.

_____.

Vendor is voluntarily participating in a COLLEGE hosted On-Campus (“Activity”). This Activity is more fully described as _____.

Vendor understands that there are certain dangers, hazards, and risks inherent in the Activity. These include, but are not limited to, _____.

_____.

In certain circumstances, these dangers can include damage/destruction to property, severe bodily injury, and even death.

Vendor agrees to exercise reasonable care at all times with respect to Vendor’s own safety and with respect to the safety of others. Vendor agrees to abide by all rules, policies and procedures of the COLLEGE specific to the Activity. Vendor has no business-related issues that would preclude or restrict participation in the Activity.

“To the fullest extent permitted by law, the Vendor, its owner(s), investor(s), agents, volunteers and employees shall indemnify and hold harmless GATEWAY TECHNICAL COLLEGE, GATEWAY TECHNICAL COLLEGE’S employees, faculty, board of directors, agents and volunteers from and against any liabilities, claims, damages, losses, including incidental and consequential losses, and expenses, including defense expenses and costs, attributable to losses, including, but not limited to bodily injury, sickness, disease or death, or to injury or destruction of vendor tangible property, arising out of, or resulting from, the planning, preparation and holding of the Activity, and caused by the negligent acts or omissions of the _____, its owner(s), investor(s), agents, volunteers and employees, or anyone directly or indirectly employed by them, or anyone for whose acts they may be liable.

This indemnification obligation exists regardless of whether such claims, damages, losses or expenses are caused solely by _____ or contributed to in part by GATEWAY TECHNICAL COLLEGE. However, the law of the state of Wisconsin should injury or damage occur may provide for the apportionment of the loss.

[See the back of this document for signature section.]



VENDOR ACCEPTANCE OF RISKS AND RESPONSIBILITY AGREEMENT AND RELEASE OF LIABILITY

In claims brought by any employee of any subcontractors, its subcontractors, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, against any person or party indemnified under this paragraph, the indemnification obligation under this paragraph shall not be limited to the amount or type of damages, compensation or benefits payable by or for the subcontractor or its subcontractors under any worker's compensation, disability or other employee benefit acts."

This release of liability does not, however, apply to any intentional or reckless acts or conduct by the COLLEGE.

By signing this document, Vendor acknowledges that s/he is fully informed of the contents of this Agreement and Release and represents that s/he understands it. Vendor is not relying on any oral or written representations, statements or inducements, apart from those made in this Agreement and Release.

Vendor is a recognized signee for the business and is authorized to sign this document.

By signing this Agreement and Release, you give up substantial legal rights. Read and understand this entire document before you sign it.

Name of Vendor/Business

Vendor Signature

Date

Vendor Signature (if more than one owner)

Date