



February 17, 2024 • 10:00am-4:00pm

VENDOR APPLICATION

EVENT OVERVIEW

On February 17, 2024, the Cox Science Center and Aquarium will hold its 16th annual Science of Chocolate event. This remarkable event invites guests to explore the Science Center and the sweeter side of science. This much anticipated day features a variety of chocolate facts and history, taste stations, experiments a chocolate fountain and more! Approximately 500 adults and children in the community come and visit to satisfy their sweet tooth.

WHEN: February 17th, 2024

TIME: 10:00am-4:00pm / Vendor Set up at 9:00am

LOCATION: Cox Science Center and Aquarium.

ESTIMATED ATTENDANCE: 500 visitors.

COST: \$50 for an 8' x 8' vendor space. *Free for non-commercial vendor's/government agencies*

The Cox Science Center and Aquarium will provide the following:

- A table at the event, which offers the opportunity to showcase promotional materials, products, and services.
- Recognition of your organization on the Cox Science Center's website.
- Recognition of your company during the event with announcements made to our Science Center visitors as well as inclusion in post highlights of the event.
- Additional exposure of your organization is available through support at one of the sponsorship levels, provided upon request.



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CONTACT INFORMATION:

Business/Organization Name: _____

Address: _____

City, State, Zip: _____

Website: _____ Email: _____

Contact Name: _____ Phone: _____

Product/Service Provided: _____

I prefer to be an in-kind donor only (*donation section on last page*)

BOOTH INFORMATION:

The Science Center provides an 8' x 8' vendor space which includes: one 6' table and two chairs. Your company's table cloth is recommended to cover the table.

Other accommodations can be made upon your request and availability.

Do you require electricity? yes no

Table Qty _____ Chair Qty (*up to 2*) _____ Tent Yes No Own



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METHOD OF PAYMENT:

Check/Money Order (check # _____) Visa/MasterCard Cash

Payment Amount _____

Credit Card # _____ Exp. Date _____

IN-KIND DONATION (OPTIONAL):

The Science Center will be hosting a raffle drawing during the Science of Chocolate. The raffle will provide vendors with an additional opportunity for exposure. If you would like to donate an item to the raffle, please include your gift's value. The Cox Science Center and Aquarium is a 501(c)(3) organization with tax ID # 59-0915177. All proceeds will benefit the Science Center's quality educational and exhibit programming. We thank you for your support!

Description of item(s): _____

Value: _____ Restrictions or Limitations: _____



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GUIDELINES AND RULES:

1. The Cox Science Center and Aquarium has the right to deny any vendor a booth space whose exhibit, product or service does not align with the mission of the Cox Science Center and Aquarium.
2. No lobbying, campaigning or electioneering is allowed within the Science Center grounds during the event.
3. We are a peanut free facility (any chocolate that is made with peanuts or made in a factory that includes peanuts might have a sign) and the distribution of latex balloons, single use plastic straws or stirrers, and Styrofoam are prohibited.
4. Signage, displays and/or decorations may not be heavily taped, nailed, tacked, stapled, drilled or otherwise fastened to any wall, ceiling, column, stone, window, drape, or painted surface in any area inside on the premise without advance permission to do so. Separate, stand-alone signage and or displays are highly recommended. Vendor is solely responsible and liable to Science Center for assisting with repair to property if defacement to floors or walls occurs while exhibiting
5. Compliance with Americans with Disabilities Act (ADA) is a legal requirement for public facilities. This law became effective in January 1992. It requires access for disabled persons. A Guide to the Disability Rights Laws can be found at <http://www.usdoj.gov/crt/ada/cguide.pdf>. Sufficient space must be provided within the booth for the comfort and safety of persons observing exhibits, demonstrations, displays, or workshops.
6. All vendors must notify Kristina Holt or Nicole Afanador at least 2 weeks prior to the event date if they are not able to attend Science of Chocolate. Cancellations are difficult and we are sure that no one intentionally plans to cancel after entering into an agreement for any of our events. However, on our end, the closer we get to the event date, the more time and planning we have invested, and the more difficult it becomes for us to fill your booth space with quality artists, STEAM lovers, or food vendors.

I have read, understand and agree to follow the Guidelines & Rules for the 2024 Cox Science Center and Aquarium's Science of Chocolate event as described within the Vendor Application.

Signed: _____ Date: _____

SEND IN YOUR APPLICATION by January 29th TO:

Nicole Afanador
4801 Dreher Trail North
West Palm Beach, Florida 33405
T (561) 832-1988 E nafa@coxsciencecenter.org

