



VENDOR APPLICATION

Please submit page 2 of this application by March 31st to kholt@coxsciencecenter.org

ABOUT OUR EVENT

The Cox Science Center will be hosting its 36th annual **Engineer It** competition, on **April 15, 2023**, which will host more than 350 students from Palm Beach County's elementary, middle and high schools. This event is an amazing opportunity for children who come from various backgrounds to showcase their ingenuity in STEM (Science, Technology, Engineering and Math).

WHEN: April 15, 2023

EVENT TIME: 9:00am – 5:00pm

VENDORS: 9:00am – 2:00pm / **SET UP** at 8:00am

LOCATION: Cox Science Center and Aquarium

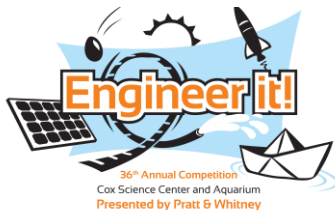
COST: \$45 for a 10' x 10' outdoor vendor space. Additional \$20 for CSCA Tent.



As a vendor, we will provide the following:

- A table at the event, which offers the opportunity to showcase promotional materials, products, and services. An interactive activity to engage guests is highly recommended.
- Recognition of your company during the event with announcements made to our Science Center visitors as well as mention in post releases and social media.





CONTACT INFORMATION

Business/Organization Name _____

Contact Name _____ Contact Phone _____

Address _____ City _____ ST _____ Zip _____

Web _____ Email _____

Activity/Service Provided _____

BOOTH INFORMATION (\$45.00) *Outside Event*

Vendors will be provided with one 6 foot table and one chair. Additional fee will incur for CSCA Tent and they are available on a first-come-first-serve basis. Other accommodations can be made upon your request and availability. Please select what kind of organization you are. Vendor fees are waived for non-profit or government agencies organizations.

☐ For profit ☐ Non-profit/Government Agency (please confirm 501 3c document) # of staff at booth _____

Table qty _____ Chair qty _____ Do you require electricity? ☐ Yes ☐ No CSCA Tent: ☐ Yes (\$20.00) ☐ No ☐ Own

Special accommodations request _____

Total: \$ _____ Method of Payment: ☐ Check/Money Order (check # _____) ☐ Visa/Mastercard ☐ Cash

Credit Card # _____ Exp. Date _____ CVV _____

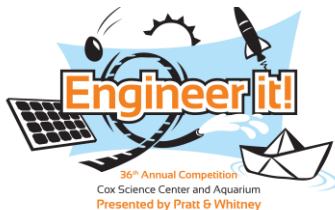
GUIDELINES & RULES

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.
2. No lobbying, campaigning or electioneering is allowed within the Science Center grounds during the event.
3. This event is both an indoor and outdoor venue, rain or shine. The Cox Science Center and Aquarium will provide a 6' table with 2 chairs and tent if needed as part of this agreement. *Additional fee for CSCA Tent.*
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. Your organization has listed the Cox Science Center and Aquarium as additionally insured on your policy in order to participate.

I have read, understand, and agree to follow the Guidelines & Rules for the Cox Science Center's vendor space rental as described in the application.

Signed: _____ Date: _____





IN-KIND DONATION

(please submit donation item no later than April 7th)

Name _____

Company Name _____

Address _____

City _____ State _____ Zip _____

Daytime Phone _____ Fax _____

E-Mail _____

Authorized By:

Print Name _____

Signature _____ Date _____

ITEM DESCRIPTION

Value \$ _____ Delivery Before Event/ Delivery on Day of Event (Circle One)

Gift Received By (Signature) _____ Date _____

Please retain a copy for your files. Thank you for your contribution!

Cox Science Center and Aquarium, INC. is a 501(c)(3) organization. Tax ID # 59-0915177

