

Applicant Entry & Release Form
20th Annual UCSF Holiday Shopping Spree 2009
Wednesday, December 2nd, 10:00am – 7:00pm & Thursday, December 3rd, 9:00am – 5:00pm
 Millberry Union Conference Center, Gym, 500 Parnassus, San Francisco, 94143

Entry deadline: Wednesday, October 28, 2009. Please complete the entry form and keep a copy for your records. Mail original with your product photos or website address. Please make checks payable to UC Regents.

Name _____
 Please Print Last First

Company & Address: _____

Phone _____ Fax/Email _____ Seller Permit # _____

Merchandise Description (please include photo(s) and/or website address if any)

Price Range: \$ _____ to \$ _____

Table Prices: A = \$200.00 B = \$225.00 C = \$250.00 D = \$300.00

Please refer to the attached room (Millberry Union Gymnasium, Game Room & Conference Center) layout for table pricing locations.

Cost of Table Requested	# of tables	\$	Please fill in amount. If more than 1 table is needed, fill in total cost & # of tables.
Curbside Assistance		\$ 40.00	Optional; you will receive notice of time to arrive for assistance.
Additional Chair		\$0.00	Limited to 1 additional chair per table.
Electrical Outlet (includes cords)		\$5.00	Optional; due to increase cost.
	TOTAL:		Please add all items, and make checks payable to "UC Regents"

Conditions and Responsibilities:

1. The applicant agrees to participate on December 2nd (10:00am – 7:00pm) and December 3rd (9:00am - 5:00pm) 2009.
2. The applicant agrees to abide by all rules and regulations administered by Campus Life Services, Arts & Events.
3. The applicant agrees to obtain, at his or her own expense, any license or permit needed to participate in the show.
4. The applicant is liable for any damage they cause to the facility.
5. "Knock off" merchandise will NOT be allowed. This will be strictly enforced.
6. Arts & Events will not be liable for any loss of business, loss of profits or damage caused by fire, theft, or natural disasters that may occur during this event.
7. If cancellation is made 10 days prior to the event, 50% of entry fee will be refunded. Cancellations after 10-day period will result in 100% of the entry fee being forfeited.

I have read and agree to the conditions and responsibilities. I understand that this entry form is for the 20th Annual Holiday Shopping Spree only.

Signature/Date _____

Please mail entries, photos and check to:
 UCSF Campus Life Services, Arts & Events, Attn: Amy Powell, 1675 Owens Street Box 3025, San Francisco, CA 94143-3025

Please Note: If you have any outstanding balances owed to us from previous events, you will not be able to participate in this or any other event until all debts are cleared.