

2021 AAU Junior Olympics

Vendor Application GEORGE R. BROWN CONVENTION CENTER

Competition Dates: July 29, 2021 – August 6, 2021



VENDOR INFORMATION

All vendors must be set-up and operational 24-hours prior to first day of vending.
No selling of general apparel even with company logo, i.e., sweatshirts, sweatpants, t-shirts, etc.

Name _____ Company _____

Address _____ Phone/Email _____

Dates Interested in Vending (must be 4-consecutive days between 7/29/21 – 8/6/21): _____

Type of Vendor: _____

Product/Service Description/Layout (list all items you intend to sell + set-up): _____

VENDOR SPACE COST

4-days \$850 9-days \$1,350

Cost Includes: 10' x 10' Space, (1) 8' High Back Drape and 3' High Side Rails, (1) 7" x 44" ID Sign, (1) 8' Skirted Table, (2) Chairs, (1) Wastebasket

Additional equipment order deadline July 1st.

Deposit: 25% of vendor space cost due at execution of contract to secure space (non-refundable). Deposit will be applied to total cost.

Balance: Due July 1st

Method of Payment: **Check** (Payable to Harris County – Houston Sports Authority) **Credit Card** (Form will be provided at next step)

Failure to submit payment for deposits or balances may forfeit your space.

IT & UTILITY SERVICES

IT & Utility Services (including Wifi & power needs):

Smart City is our exclusive provider for these services. Vendors will work directly Smart City. Order form will be provided at next step. Please note there is no public Wifi at the GRB. Routers/extension cords are not permitted to be brought in.

Deadline to order with a discount is July 8th. After this date costs will increase.

STEPS

- 1) Submit application to Diana Harris – dharris@houstonports.org
- 2) If approved, a contract will be emailed to vendor including any additional forms
- 3) Vendor will review, sign and email contract and submit required documents including a Certificate of Insurance listing Harris County – Houston Sports Authority, Houston First and City of Houston as an additional insureds and payment authorization for deposit to secure space
- 4) Once all documents have been received and reviewed, Host will counter-sign contract and charge Vendor accordingly
- 5) Balance will automatically be charged on July 1, 2021 which will include vendor space cost and equipment needs if applicable

Submission of this application does not guarantee vending rights at the 2021 AAU Junior Olympic Games until approved by event management, contract finalized, and required documents and payments received.