

**\*\*VENDOR APPLICATION\*\*** for \_\_\_\_\_

This Vendor Application (the "Agreement") is entered into on \_\_\_\_\_ (Date) by and between:

**\*\*Event Organizer:\*\***

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

AND

**\*\*Vendor:\*\***

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**\*\*EVENT DETAILS\*\***

Event Name: \_\_\_\_\_

Event Date(s): \_\_\_\_\_

Event Location: \_\_\_\_\_

Vendor Setup Time: \_\_\_\_\_

Event Start Time: \_\_\_\_\_

Event End Time: \_\_\_\_\_

**\*\*TERMS AND CONDITIONS\*\***

**1. \*\*Vendor Space and Setup\*\***

- The Event Organizer agrees to provide the Vendor with \_\_\_\_\_ (Size of Vendor Space) for the duration of the event.
- Vendor agrees to arrive no later than \_\_\_\_\_ (Setup Time) to ensure timely setup of their booth.
- Vendor is responsible for providing their own equipment, including tables, chairs, tents, etc., unless otherwise specified by the Event Organizer.

**2. \*\*Payment Terms\*\***

- Vendor agrees to pay a fee of \$\_\_\_\_\_ (Vendor Fee) to secure the space for the event.
- Payment is due by \_\_\_\_\_ (Payment Due Date). Failure to make the payment by this date may result in forfeiture of the vendor space.
- [Refund Policy: e.g., No refunds will be provided after \_\_\_\_\_ (Refund Deadline), or refunds may be provided at the discretion of the Event Organizer.]

**3. \*\*Product/Service Offering\*\***

- Vendor agrees to sell or promote only the products or services listed below:
  - \_\_\_\_\_
  - \_\_\_\_\_
- Vendor is prohibited from selling or distributing any illegal, counterfeit, or unauthorized products.
- Any changes to the product/service list must be approved in advance by the Event Organizer.

**4. \*\*Licenses and Permits\*\***

- Vendor is responsible for obtaining all necessary licenses and permits required by local, state, and federal law to operate during the event.

- Vendor agrees to provide copies of these licenses/permits upon request by the Event Organizer.

5. **Health and Safety Requirements**

- Vendor agrees to adhere to all health and safety regulations outlined by the Event Organizer and local authorities.

- All food vendors must comply with local health department regulations, and proof of compliance may be required.

6. **Insurance**

- Vendor shall maintain general liability insurance in an amount no less than \$\_\_\_\_\_ (Amount of Insurance) to cover potential liabilities during the event.

- The Event Organizer shall not be held liable for any damage or loss incurred by the Vendor, its employees, or its property.

7. **Indemnification**

- Vendor agrees to indemnify, defend, and hold harmless the Event Organizer, its employees, agents, and affiliates from any and all claims, damages, losses, and expenses arising from the Vendor's participation in the event.

8. **Termination**

- The Event Organizer reserves the right to terminate this Agreement at any time for any reason, including but not limited to non-compliance with the terms of this Agreement or misconduct by the Vendor.

9. **Force Majeure**

- Neither party shall be liable for any failure or delay in performance due to causes beyond its reasonable control, including but not limited to acts of God, natural disasters, war, terrorism, or government action.

10. **Governing Law**

- This Agreement shall be governed by and construed in accordance with the laws of the State of \_\_\_\_\_ (State), without regard to its conflict of law provisions.

**\*\*SIGNATURES\*\***

By signing below, the parties acknowledge that they have read, understood, and agree to the terms and conditions outlined in this Application.

**\*\*Event Organizer Signature:\*\***

\_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**\*\*Vendor Signature:\*\***

\_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_