

# Vendor Agreement

**Event:** Holiday Celebration on Saturday, December 12th from 11 am – 3 pm

**Located:** 777 Alderman Road Palm Harbor, FL 34683 Each space is 10 x 10. All spaces are located outdoors. There are limited electrical outlets available. VENDORS AREN'T PERMITTED TO SELL THEIR PRODUCT AT THIS EVENT.

Completed application and a check payable to The Inspire Foundation can be mailed to: The Inspire Foundation 10403 Tassel St. Spring Hill, FL 34608 Option 2: Email completed application and vendor fee via Paypal: inspirefoundationfl@gmail.com \*Deadline for completed application/payment is: November, 30 2015. Vendor fee is non-refundable once it is accepted.

Complete the following and print clearly:

REPRESENTATIVE'S NAME:

BUSINESS NAME:

ADDRESS:

CITY, STATE, ZIP:

CELL PHONE including area code:

EMAIL:

Space and fee: \*Vendor fee is non-refundable once it is accepted.

\_\_\_\_\_ Vendor: \$100 Thank you on our social media/event page linked to your social media page.

\_\_\_\_\_ Will you be donating an item or gift basket for our raffle? A donation for our raffle is not required, but would be deeply appreciated.

Set-up:

Vendor space assignment will be decided by Tuesday evening before the event week. Space numbers will be posted the morning of the event. Vendors are required to be setup Saturday by 10:00 am, be "show ready" at 10:30 am, and stay until the end of the event at 3:00 pm. At that time, tear down / clean up can begin.

Merchandise must be unloaded Saturday by 9:30 am. Follow the signs for UNLOADING, and for designated Vendor parking areas upon arrival. Volunteers will be available to help.

Security:

Roving Security will be provided by staff/volunteers. No one assumes responsibility for stolen or missing goods/merchandise. Do not leave anything of value at your space.

Space Assignment:

Assigned spaces are NOT negotiable & cannot be requested in advance. We will give our event service sponsors preferred areas of visibility, and will do our best to assign spaces in consideration of types of product. You are allowed to withdraw your participation and will be considered a withdrawal if you are not opened for business at the required "open for business" times. However, there will be no refunds or rain checks.

Weather:

This is a Rain or Shine event and there will be no refunds due to any weather or Acts of God.

Additional Vendor Information:

Vendors must provide all shelter, chairs, tents, and tables required for your merchandise or product. We will not have tables or chairs for your use. Vendors are not allowed to display any items that are offensive or obscene. No drug paraphernalia, alcohol, tobacco products, or firearms. Vendors are not allowed to obstruct the view or adversely affect the display of other vendors. Vendors must keep their display racks, tables, merchandise, and products within their assigned space numbers. No hanging, nailing or tacking any items to trees or shrubs, or buildings. Vendors must be considerate of other vendors and as well as the grounds/property. **\*VENDORS ARE NOT ALLOWED TO DISTRIBUTE MARKETING MATERIALS IN THE PARKING LOT OR PLACE MATERIALS ON ANY PARKED CARS IN THE PARKING LOTS\***

SIGNATURE and DATE:

Signature is an agreement to all rules, and information on the application is true and correct, as well as a confirmation of the Vendor's attendance of the event. The signatory understands that the event representative reserves the right to limit or discontinue the participation of a vendor at any time for any reason. The Vendor hereby indemnifies and hold harmless, releases and forever discharges The Inspire Foundation, Florin Roebig, its officers, employees, agents or other representatives, from any and all responsibility, personal liability, cost, loss or damage of any type to person or property.

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

## Service Sponsors:

**Game Truck:** Donation to help procure the bounce house

**Large Event Tent:** Donations to help procure the tent

**Music Sponsor:** Donations to help procure the live music

**Face Painter:** Donations to help procure the face painter

**Tables/Chairs Sponsor:** Donations to help procure the eating area tables/chairs

**Special Guests (Santas/Elsa):** Donations to help procure our special guests

## Sponsorship Levels:

**Sponsorship Levels Presenting Sponsor:** \$1500 (Exclusive) - All of the below, business or name to be included in all advertising, business or name listed at the top of the flyer and first choice at becoming presenting sponsor for next year's event. Plus, a thank you from the stage throughout the event. (Sold)

**North Pole:** \$1000 - All of the below, your logo on our event banners and an ad on our event schedule.

**Ice Queen Sponsor:** \$500 - All of the below, your logo included on mass email regarding this event and logo on event schedule.

**Snowflake Sponsor:** \$250 – All of the below, plus a business link on our website, logo on flyer and a booth at our event.