

VENDOR AGREEMENT

This Space and Table agreement is between _____ (VENDOR)

and **UPMC MYCS Angora Gardens** (ORGANIZER) for event on _____.

- Vendor is an independent contractor responsible for controlling the services to be performed under this agreement. In addition, payment of any required city and state taxes on all goods sold are the sole responsibility of the vendor.
- Vendor assumes all responsibility and liability for all items sold; Vendor will not sell alcoholic beverages or objectionable materials. Vendor will not sell food or beverage items without written permission from Organizer. Angora Gardens reserves the right to ban the sale of questionable items and escort violators from the premises.
- Vendor will comply with all applicable State and Local laws.
- Vendor agrees to not to hold UPMC MYCS Angora Gardens, Allegheny County Department of Parks, or anyone involved in this event, liable for reason of injury or damage caused by accident or occurrence at the event location, due to acts of the vendor, weather, volunteers, staff, anything sold, or within premises.
- Vendor agrees to keep Angora Gardens/MYCS safe and harmless of all liability, claims, actions or damages, including defense costs arising from any actions to its employees, volunteers or agents while performing services at this event.
- Vendor is permitted to access space for set up one hour prior to advertised event start time. Vendor will not dismantle table space prior to advertised event end time.
- Vendor will remove all items from their table space, including trash, prior to vacating event location.
- Vendor is not permitted to hang any articles, advertisements, products, and the like from ceilings and walls. No product is to be placed in aisles. Table space is advertising and display area only. Vendors positioned outdoors may bring a small tent to cover their table space. Vendor is responsible for set up of own tent. Organizer will notify Vendor of positioning when reservation confirmed.

Vendor and Organizer agree to this agreement in its entirety. By submitting this agreement, you (Vendor) agree to comply with all terms, conditions, and commitments.

Each of the parties herein intend to be legally bound hereby and to adhere to the terms of this agreement and application.

VENDOR SIGNATURE _____ Date _____

VENDOR APPLICATION

APPLICATION AND RESERVATION FEE DUE BY _____

VENDOR NAME _____

PRODUCT/COMPANY _____

VENDOR PHONE _____

VENDOR EMAIL _____

ELECTRICITY: YES ___ NO ___ *Vendor supplies own extension cord(s) if required for display.*

TENT: YES ___ NO ___ *Optional: Vendor supplies own tent if positioned outdoors. Organizer will notify.*

Reservation fee for one 8 x 8 table space is \$25.00 plus one usable, new Chinese Auction donation (minimum value \$20). Fee is one table space per product and/or company. Vendors may not use one table for multiple products and/or companies. Vendors may represent more than one product and/or company by reserving additional tables.

Table is considered reserved when application and payment are received and payment has cleared. Submission of application and agreement does not confirm reservation. Organizer will contact Vendor to confirm reservation. UPMC MYCS Angora Gardens retains the right to review and accept or decline applications. Reservation fee will be returned to vendors not selected.

Mail both pages (Agreement and Application) along with reservation fee (check or money order) to:

**Angora Gardens
3 Muse Lane
White Oak, PA 15131**

Refund policy: Payment is a non-refundable fee in event of Vendor's cancellation. If the event does not take place due to any cause beyond the reasonable control of Angora Gardens, and/or due to inclement weather conditions, this Agreement shall terminate and Angora Gardens' only obligation shall be to return the fee paid.

Returned checks are subject to \$25 fee.

VENDOR SIGNATURE _____ Date _____