



VIP Vendor Contract

The parties to this contract are **Blue Ridge Mountains Wine & Jazz Festival** (hereafter “Host”) and _____ (hereafter “Vendor”).

Location

Downtown Blue Ridge Park, between Church and Depot on **June 16, 2018**, beginning at 1:00 pm. Vendor intended products will include:

VIP Vendor fee is **\$2,000**.

All parties agree to the following:

1. Vendor space location will be assigned by Blue Ridge Mountains Wine and Jazz.
2. Each Vendor booth space shall be large enough to display 1 vehicle plus marketing materials, shall be clean and orderly, and shall comply with all City of Blue Ridge’s laws and regulations.
3. Space is limited and will be assigned on a first come, first serve basis.
4. Vendor shall leave booth space clean of trash and in the same condition it was before Vendor occupied it.
5. Vendor hereby agrees to indemnify and hold harmless the Host against any damages or claims that may arise in connection with Vendor’s presence at the Event and Vendor’s activities of any kind.

6. Vendors are solely responsible for sales and marketing of their merchandise, however, announcements will be made throughout the event to direct guests to visit the vendor booths.

Guidelines

Vendor Space

1. Vendor location will not be changed once assigned.
2. Vendor space/set-up must look professional. Vendor to provide all their own supplies including tables.
3. Any Vendor signage should be typed/printed and not hand written
4. All boxes and other containers used to transport product must be hidden from view.
5. All operations related to the Vendor space must be contained within assigned area and cannot interfere with adjacent space.
6. All walking spaces around your assigned space must be kept clear and unobstructed at all times, excluding the move-in and move out period.
7. Vendor is certifying that they and their staff will not engage in any activity that would obstruct aisles, pedestrian walkways or obstruct another vendor space, including showcasing of merchandise, demos, etc.
8. Vendor agrees to comply with Fire Safety and Fire Marshall Guidelines
9. Blue Ridge Mountains Wine and Jazz is not responsible for theft, lost items or damages of any kind.

Cancellation

There will be **no** refunds of Vendor fees for cancellations less than 7 days prior to event.

Check in Policy

1. The space will be available for set-up at **8:00 am** the day of the event.
2. ***CHECK IN/SET-UP WILL NOT BE ALLOWED AFTER Noon.***

In witness to their agreement to the terms of this contract, the parties affix their signatures below:

Vendor, signature & date

Host, signature & date

Please make checks payable to **Blue Ridge Mountains Wine & Jazz Festival.**

Mail checks to:

1300 Old Highway 5 S
East Ellijay GA 30540-5936