



Retail 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:

Vendor fee is **\$150**. Paying by Check _____ or

PayPal _____ (<http://blueridgewineandjazz.com/vendor-space/>)

All parties agree to the following:

1. Vendor booth location will be assigned by Blue Ridge Mountains Wine and Jazz.
2. Vendor shall not sell any goods or services other than those listed on their application.
3. Vendor’s booth shall be no larger than **10 x 10** feet, shall be clean and orderly, and shall comply with all City of Blue Ridge’s laws and regulations.
4. Vendor shall have access to their booth space for up to **1** hour after the event’s conclusion to dismantle and remove all things brought to the location by Vendor. Vendor shall leave the location 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. Blue Ridge Mountains Wine and Jazz does not guarantee Vendor items will be sold or guarantee any amount of revenue that will be generated during the event.
7. 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.
8. Blue Ridge Mountains Wine and Jazz will not refund Vendor fees due to non-sales, or lack thereof of revenue generated by sales.

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 14 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:

Retail 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