

The Ventura County
Greek Festival 2017
VENDOR AGREEMENT

This agreement is between **St. Demetrios Greek Orthodox Church, Ventura County Greek Festival** (hereinafter “**Festival**”) and

_____ of _____ (hereinafter “**Vendor**”).

St. Demetrios Greek Orthodox Church is conducting its annual Ventura County Greek Festival on June **23, 24, and 25, 2017**.

FESTIVAL HOURS:	Friday June 23, 2017	5:00pm – 10:00pm
	Saturday June 24, 2017	11:00am – 10:00pm
	Sunday June 25, 2017	11:00am – 7:00pm

WHEREAS: In connection with the Festival, Vendor will offer various goods for sale at the Festival as further described. Application and participation constitutes agreement and acceptance of these policies as well as specific instructions governing the Ventura County Greek Festival. In consideration of the promises made, the parties agree as follows:

1. Acceptable Products, Businesses, and Behavior

The Festival reserves the right to deem acceptable or not acceptable any Vendors, individuals representing the Vendor and any merchandise or service being promoted.

PRODUCTS AND SERVICES: The Festival representatives reserve the right to restrict products and services promoted or offered for sale based on quality and integrity as decided by the Festival Committee. Vendors must remove products deemed to be unacceptable or the Vendor will be removed from the Festival without refund. Examples of unacceptable products/services include but are not limited to:

- Fortune telling
- Anything deemed obscene by the Festival management
- Anything deemed by the Festival management to be conflict with Judeo-Christian values such as cult objects which are not part of ancient Greek art.
- Food or drink for consumption on Festival grounds or
- Any alcoholic beverages.
- Tasting samples of any food or drink.

DISPLAY: There will be no displaying of “SALE” or “DISCOUNTED” signs.

POLITICS: It is desired to maintain a non-political environment. Any Vendor advocating a particular political candidacy, platform, position on issues, or distributing political paraphernalia may be removed at the sole discretion of the Festival chairman. The decision of the chairman is not revocable, will not result in a refund and cannot be appealed.

BEHAVIOR: Vendors are to arrive during the designated set up hours, unload, then promptly remove delivery vehicle to the designated parking areas as stated in your Letter and on your Check-In envelope; stay daily for the duration, never return vehicles for loading before the stated times and complete all show days scheduled. Intoxication is intolerable, no liquor or drugs should be in evidence at any time. Absolutely no

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pets, loud radios, infants or small children, alcohol, drugs or smoking or open flames (except incense) allowed in booth during show hours. The Festival is a place for business.

WEATHER: Vendors are to be at the Festival no matter what the weatherman predicts. In case of rain, follow directions given by promoter on the spot. We expect to be working with professionals. Come to the event prepared with heavy, see-through plastic and clamps to cover your work in case of rain, and heavy weights in case of wind.

ATTITUDE: Our goal is to run a festival that is fun as well as profitable for us all. As important as products are, we do not lose sight of the need for Vendors who are co-operative and professional to work with. No amount of talent or ability to sell will compensate for this.

APPEARANCE: Clothing should be neat, clean and discreet—look successful. Your display area should be free of storage boxes, sloppy tablecloths or clutter. You are a professional. We expect you to look and act like it at all times.

CANCELLATION OF FESTIVAL: If weather, major disaster, or other circumstances beyond the control of the Sponsor of the Event cause the cancellation of the Festival, participation fees will not be returned. The Festival cannot be held liable by exhibitors for the failure of the event to take place. The list of products and/or services the Vendor is selling is to be attached to this agreement. The Vendor understands that products and/or services not listed as part of this agreement will not be allowed.

2. Payment

- The booth fees for this year are \$500.00 for a 10' x 10' booth space and \$700.00 for a 10' x 20' booth space and I understand that I may take a **discount of \$100** if I submit this agreement and pay in full by **May 1, 2017**.
- The **due date** for submitting this agreement and **fees paid in full is May 31, 2017. There are no exceptions!**
- Payment is to be made payable to “Saint Demetrios Greek Orthodox Church” by cash, check, or credit card.
- On-line payment may be made through our secure web site at: <https://squareup.com/store/vcgreekfestival> . **Be sure to obtain a receipt and attach a copy to the signed agreement when you submit via email or regular mail.**

3. Cancellation

Vendor may terminate this agreement by providing the Festival **written** notice of termination by June 1, 2017. In the event of such termination, the Church shall retain 25% of rental fee. **No refunds will be given after June 1, 2017 under any circumstances.**

4. Facilities/Equipment Provided

Vendors will be provided a paved space approximately 10' x 10', one table 8' long and two folding chairs. This constitutes the Vendor's “Booth”. Additional tables and chairs may be reserved for a fee of \$10/table and \$6/chair **if requested in advance**; otherwise, subject to availability of tables and chairs on hand.

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Vendors are to provide their own canopy not to exceed a 10' x 10' footprint. If a vendor is renting two contiguous spaces, they may bring a 10' x 20' canopy. The Festival does not provide nor rent canopies.

It is not permitted to stake the canopies. Due to winds in the area, canopies should be secured by attaching weights to the legs.

The vendor area is a paved area adjacent to the Freedom Park Community Center at Camarillo Airport. Area lighting will be provided.

The Festival occurs after the summer solstice and so period of daylight extends almost to the closing of the festival. Should lighting be desired for the individual booths, it is the Vendor's responsibility to equip their booth with lights. The Festival will provide limited electrical generator service.

Electrical requirements must be declared at the time of signing this agreement.

We provide access to electricity at strategic points in the vendor area. Vendor must supply all extension cords for 110 volt electrical service. The Festival assumes no responsibility for damages caused by power fluctuations or outage.

The Festival cannot supply Vendors with a telephone line for a credit card machine.

5. Space Assignment

We will make every effort to assign returning Vendors to the same space as the previous year. Vendors will accept their space assignments and space assignment is the sole discretion of the Festival. **Once assigned, there will be no changes to space assignment.**

6. Set Up/Take Down

The vendor space is available for set-up on **starting at 8:00 am Friday morning of the Festival.**

As the day progresses and more of the festival is set-up, the Festival area becomes more congested and access to the vendor area by motor vehicles becomes limited. **Vendors expecting to arrive at the festival after 2:00 pm on Friday must be prepared to convey their wares and equipment without the use of a motor vehicle for a distance of up to approximately 200 yards.**

Take down begins after the Festival on Sunday night and continues until Monday evening.

7. Security and Storage

The festival has no means to store Vendors' wares. Contracted security guards will be present during Festival hours and a minimal security detail will be present during off-hours. However, due to the wide ranging and complex nature of the Festival area, security will not be sufficient to oversee every vendor's booth.

Vendors are responsible for the security of their booth and wares. The Festival assumes no liability for any loss or damage.

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8. Licenses/Taxes

It is the Vendor's responsibility to:

Have all licenses and permits necessary for their booth to operate within the City of Camarillo. <http://www.ci.camarillo.ca.us/i3.aspx?p=651> contains information on obtaining licenses and permits.

Collect and remit sales Collection and remittance of sales tax to the California Board of Equalization. Please refer to <http://www.boe.ca.gov/> for further information.

9. Liability

All Vendors agree to indemnify, defend, release and hold the Festival harmless from any and all claims, demands, complaints, charges, causes or actions, contracts, promises, rights, or liabilities or injuries, losses and/or damages sustained by vendor, vendor's employees and/or representatives and against any third party claims arising from the event.

The Festival assumes no liability with respect to any property, of any kind, placed upon the premises by the Vendor.

The Festival is not an insurer and shall not be liable for any theft, loss, or other casualty to any vendors' equipment, merchandise, or currency. The church shall not be liable for any damage whatsoever resulting from your occupancy of the leased space, including personal injury and property damage.

Vendors should obtain insurance coverage for their own protection.

10. Other

Competitive Marketplace

Many vendors will be present at the Festival and it is possible that there will be some duplication of products or services among the vendors. **Exclusivity of products or services is prohibited.**

Cleaning

It is the Vendor's responsibility to maintain and keep their area clean and not to present a safety hazard to Festival attendees, staff, other vendors or contractors.

Vendors are responsible for leaving the property in the same condition as it was prior to occupancy.

NO PETS are allowed.

No children are to be left unattended

The Vendor will bring to the attention of the Festival management any situation regarding attention.

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I hereby request that I be given consideration to participate in the Ventura County Greek Festival to be held at Freedom Park, Camarillo, CA on June 23, 24 and 25, 2017.

Vendor's Name: _____

Business Name: _____

Mailing address: _____

City, State, ZIP Code: _____

Business Telephone: _____ Mobile Telephone: _____

Website: _____

Briefly describe the products/services to be offered at the festival. Attach picture, brochures, etc. as needed:

I accept the terms and conditions of this agreement:

Accepted by (your signature)/Date

Approved / Date

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CHECK/CREDIT CARD PURCHASE AND DONATIONS

PLEASE COMPLETE ALL OF THE FOLLOWING ITEMS TO PROPERLY CREDIT YOUR ACCOUNT. THANK YOU!

VENDOR BOOTH PAYMENT

1. Today's Date/Transaction Date: _____
2. Name of person/credit card holder: _____
3. Zip Code of Billing Address of card holder: _____
4. Phone #, should we need to call you: _____
5. Email address: _____
6. Total Amount: \$ _____
7. Type of payment, please circle one: Check/Money Order # _____
American Express, MasterCard, VISA, Discover, Other-please name _____
8. 16 digit credit card number: _____ CVC code: _____
9. Expiration Date on Card: MM/YY or MM/DD/YY: _____
10. For additional DONATIONS:
77-GREEK FESTIVAL (Donation/Gift) _____

- If paying via secure web site (<https://squareup.com/store/vcgreekfestival>), please email completed and signed agreement with a copy of the receipt attached to:
ingrid@saintdem.org or print, complete, and sign this agreement and mail, along with a copy of the receipt to:

Attention: Ventura County Greek Festival Vendor Reservation
c/o St. Demetrios Greek Orthodox Church of Ventura County
5575 Santa Rosa Road
Camarillo, CA 93012

- If paying by check, please print, complete, and sign this agreement and mail, along with the payment to:
Attention: Ventura County Greek Festival Vendor Reservation
c/o St. Demetrios Greek Orthodox Church of Ventura County
5575 Santa Rosa Road
Camarillo, CA 93012

For Office Use Only:

Emailed/mailed receipt? Yes / No (circle) & Date: _____