

# Outdoor EXPO Cleveland 2019

Outdoor Vendor Contract: Event Date: Saturday, 6/29/2019.

Please complete the attached contract and submit on or before May 31, 2018.

- 1) This Vendor Contract is made between \_\_\_\_\_ (hereafter referred to as "VENDOR" and the Greater Cleveland Chamber of Commerce (hereafter referred to as "Chamber").
- 2) Check-In—CHECK-IN PERMITTED when booth is set-up, VENDOR must check-in at the Chamber of Commerce booth in Stancil EXPO Center: Saturday, 6/29/2019, 6:30 – 8:30 am. All vendor's must be set up and read by gate opening which is 8:30 am, Saturday, 6/29/2019
- 3) Exhibit Space: The Vendor Area will be located in designated areas of Stancil EXPO Center and Arena. All vendors will be preassigned their booth prior to the event. A guide from the Chamber of Commerce will show you to your space. Spaces are limited and on a first come/first serve basis.
- 4) Vendor Fees: Booth fees will be \$60.00 per booth for the one- day event. Fee must be paid with this contract. Outside booths are 10' x 15'. Vendors who register prior to 5/15/19 will receive a \$10.00 discount on each booth rented. After 5/15 prices are \$60.00 per booth. 50% must be paid with registration. Balance will be due May 30, 2019. Vendor may cancel their registration in writing (fax, email, mail). If cancelled prior to May 30, 2019 vendor will receive a full refund of booth fees. No refunds will be issued to vendor if cancellation is received after June 1, 2018.
- 5) Exhibit Times VENDOR agrees to keep exhibit open during show hours on Saturday, June 16, 2018 from 9:00 a.m. to 5:00 p.m.
- 6) Vehicles: VENDOR may unload/load within the Vendor Area. VENDOR must then immediately move his or her vehicle to the designated vendor parking area. On Saturday, June 29<sup>th</sup>, no vehicles will be allowed in the Vendor Area after 9:00 a.m. Any VENDOR's vehicle within the Vendor area after 10:00 am will be subject to being towed without warning.
- 7) Space Restrictions: VENDOR agrees to keep the exhibit within the boundaries of the space leased and arranged in such a way as to avoid interference with other exhibits. Failure to comply with this provision will result in additional charges for space used.
- 8) Utilities: Electricity is only available at a few exhibit spaces. These booths are for low wattage usage only (i.e. lighting, computer display, etc.). A \$10.00 charge will be added for a booth(s) requiring electrical access. A VENDOR who selects a booth with electricity will have ONLY one electrical outlet per booth. VENDOR should be prepared with necessary commercial grade electrical cords, at least #14 wire, at least 100 feet long. All outdoor booths covered, so VENDOR has no need to provide shelter from the sun. Water (faucet hook-up) and ice will NOT be provided. No tables, chairs, nor canopies will be provided.
- 9) Sales Tax: VENDOR is responsible for sales tax on all applicable sales made during the exhibition in accordance with the appropriate sales tax regulations, collect all applicable sales taxes, and abide by all pertinent city, county, state and federal laws, ordinances, fire and safety codes; and all pertinent regulations for the Exhibit area.
- 10) Security: Minimal security will be provided; however, Greater Cleveland Chamber of Commerce, City of Cleveland, County of Liberty, Directors, Officials or Chairpersons are not responsible or liable for the loss of or

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damage to VENDOR's property from theft, mysterious disappearance, damage by fire, water, accident or any other cause.

- 11) Indemnification: VENDOR agrees to indemnify, defend and protect CHAMBER against and hold and save CHAMBER harmless from any and all claims, demands, suits, liability, damages, loss or costs of whatever kind or nature which might result from any of VENDOR's merchandise or from any action or failure to act by CHAMBER or any of his/her family, officers, agents, employees, or other representatives, including but not limited to claims of damage or loss, harm or injury to the person or property of VENDOR or any of his/her family, officers, agents, employees, or other representatives, or of third persons. VENDOR accepts total responsibility for his/her exhibit and its safety and agrees to conduct his/her activities on the exhibition premises so as not to endanger any person lawfully thereon. CHAMBER shall have no responsibility for damages to the exhibit caused by fire, robbery, accident or any other destructive cause. VENDOR also accepts total responsibility for any and all injuries to VENDOR, his/her family, officers, agents, employees, or other representatives while they are on the exhibition premises and for any injuries to other persons that may occur within the confines of the exhibit, or which are caused in whole or part by VENDOR's products or exhibit or by VENDOR, his/her family, officers, agents, employees, or other representatives.
- 12) Restrictions VENDOR may not sell alcoholic beverages. All merchandise and displays will be subject to CHAMBER's approval. CHAMBER reserves the right to cancel a booth reservation prior to an exhibition or require alteration, replacement, and/or removal of any merchandise, product, activity or exhibit from a show which CHAMBER in its sole discretion deems to be detrimental to or inconsistent with the quality, theme or dignified image of the exhibition.
- 13) Clean-Up VENDOR is responsible for clearing/cleaning his area following the show. Failure to do so may result in a \$50 fee.

Submitted:

Accepted:

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Vendor Name

Jim Carson  
Greater Cleveland Chamber of Commerce

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Name: \_\_\_\_\_

Business Name (Optional): \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Booth Description: (Be specific about set up and merchandise. Specify if your booth is operated out of a trailer.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Electricity Request for Craft/Product Vendors: Electricity to vendor booths is limited. Any vendor booths with electricity will receive one receptacle which is not a dedicated circuit. Food booths must provide their own power with use of generator which has been pre-approved by the Greater Cleveland Chamber of Commerce.

List items needing electricity (please be specific):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By signing this contract, VENDOR signifies he has read and agrees to abide by the terms and conditions included in the contract.

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

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

We believe your full cooperation, along with extra effort on behalf of the Outdoor EXPO Cleveland Committee, will save everyone from having unnecessary problems. If you have questions or concerns, contact the Greater Cleveland Chamber of Commerce by phone: 281-592-8786 by email: [info@clevelandtxchamber.com](mailto:info@clevelandtxchamber.com) by mail: 908 E. Houston Street, Suite 110, Cleveland TX 77327