



We Knit Colorado Knit/Crochet Day Out

Parker Library Event Hall B
20105 Mainstreet, Parker, CO 80138

June 30, 2018
Event time: 8:30 am – 5 pm
Vendor time: 8:00 am – 3:30 pm

Vendor: _____

Contact Name: _____

Address: _____ State: _____ Zip code: _____

Phone: _____

Website(s): _____ Email _____

One 6-foot space, one table, one chair \$50 Booth total \$ _____

Additional personnel, \$10 each Total \$ _____

Name _____ Total Due \$ _____

Website you would like linked on the We Knit Colorado website:

- The vendor fee is \$50.00 and includes one 6-foot table and one chair. There is a \$10.00 fee for each additional person.
- Upon acceptance, you will receive an invoice which is due in full within 24 hours of receipt. Nonpayment will result in forfeiture of space.
- Each Vendor will receive a listing on our website including a link to the site of their choice.
- After you are completely setup We Knit Colorado will purchased approximately \$25 of your product to use as giveaways for participants. We ask that you consider providing a discount to We Knit Colorado for this purchase.

Brief description of products to be sold (this will be listed on the We Knit Colorado website): _____

We will advertise through social media and other outlets. However, we do expect our vendors to promote the event also. How do you plan to help promote this event? _____



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Terms: We Knit Colorado, The Lake House

Eligibility

We Knit Colorado, has the sole right to determine the eligibility or termination of any Vendor or product for inclusion in the event. The subsequent use of the word 'Management' refers to Lynné Diaz dba We Knit Colorado.

Conditions to Set-Up Booth Space

Vendors must check in and complete set-up by 9:00 am. Any Vendor failing to appear will result in full forfeiture of the vendor fee and exclusion from future We Knit Colorado events.

Limitation of Liability

All property of the Vendor is understood to remain under the Vendor's control, in transit to or from the facility, subject to the rules and regulations of this Agreement. All merchandise shown or displayed by the Vendor shall be the sole responsibility of the Vendor. Under no circumstances shall Management be responsible for any loss or damage to the merchandise or any other property of any Vendor. Vendor additionally agrees to make no claim for any reason whatsoever against Management or service contractors for loss, theft, damage or destruction of goods, for any damage of any nature, for any action of any nature of Management or for failure to hold We Knit Colorado at The Lake House.

Set-up, Storage and Operation

Vendor booths are to remain open at all times except for a one-hour lunch period. Installation will begin at 8:00 am. Dismantling will begin no earlier than 3:30 pm. All vendors must exit the property no later than 5:00 pm. Early dismantling will result in a \$50 fine and exclusion from future We Knit Colorado events.

Vendor assumes all responsibility for compliance with all event rules and ordinances; regulations and codes of local, state and federal government concerning fire, safety and health, tax and business licenses(s)/and permits needed to sell at We Knit Colorado Knit/Crochet Day Out; as well as with the rules and regulations of operators and owners of the property and facility in which the event is held.

All parts of your booth and/or booth contents must conform to the published rules and regulations of the facility. Any vendor not complying with rules, ordinances, regulations or codes shall be required to dismantle its set-up and shall vacate the premises forthwith. In such event, no refund will be provided to the Vendor and Management shall not be responsible for any damages, costs or losses suffered by the Vendor. Outlets are not be used at any time.

Vendor must remove all trash at the end of the event and Vendor agrees to maintain an orderly space during the event. A \$40 cleaning fee will be assessed to the Vendor if trash is not disposed and the space is not left clean. Fees for damage may apply.

Care of Premises

Vendor is liable for any damage caused to the facility building, floors, walls, columns, equipment or other property. Application of labels, tape, paint, adhesives or other coatings to the facility property is strictly prohibited. Vendor agrees to pay promptly for any and all damage to the facility or its equipment incurred through carelessness or otherwise, caused by the Vendor, its employees, agents, contractors, invitees or representatives.

General Liability Insurance

Vendor acknowledges that We Knit Colorado does not maintain insurance covering personal injury, damage, destruction or loss of Vendor property. It is the sole responsibility of the Vendor to obtain General Liability insurance coverage and to name We Knit Colorado as an additional insured. It is expressly understood by Vendor that neither Management, nor its employees, agents or representatives shall be liable for damage or personal injury to the Vendor, including any employees, agents, representatives or guests, whether to person, business or property, as a result of theft, fire, accident or any other cause whatsoever.

Cancellations

Booth fees are non-refundable, there are no exceptions. Vendor cancellation will result in 100% forfeiture of the vendor fee. If Management cancels the event, Management shall refund to each Vendor its vendor fee.

Release

The Vendor releases and forever discharges We Knit Colorado, its employees, agents, officers, parent company and affiliates from any and all manner or actions, liabilities, suits or claims, including attorney's fees, which may arise out of or relate to the use or occupancy of reserved space or service provided to Vendor under this contract.

I have read and agree to the terms and conditions of this agreement as detailed above and on pages 1 and 2 and will abide by all show, facility and local regulations set forth in this document and Vendor Kit. Please help advertise through your social media and newsletters.

(Signature required)

Date