

## Silvana Community Fair Vendor Agreement 2024

This agreement made \_\_\_\_\_, 2024 by and between the Silvana Community Fair Board, and \_\_\_\_\_ (vendor) is for the purpose of leasing a space for an exhibit during the Silvana Community Fair on July 27, 2024.

For vendors **selling one or more products**: a 12 foot by 12 foot space may be leased for a non-refundable fee of \$50.00. Additional 12 foot by 12 foot spaces may be added for \$50.00 each.

For vendors **selling no products**: a 12 foot by 12 foot space may be leased for a non-refundable fee of \$25.00. Additional 12 foot by 12 foot spaces may be added for \$25.00 each.

Payment for all spaces **MUST** be submitted by check along with the Vendor Agreement. All Vendor Agreements (with payments) must be received no later than July 22, 2024.

Vendors agree to have their displays open to the public from 9 A.M. until the fair closes at 5 P.M. **NO** early departures.

Vendors preparing and selling food must obtain a valid **Snohomish County Health Permit**.

The Silvana Community Fair Board provides no insurance for vendor activities (see Hold Harmless Agreement). **Vendors preparing and selling food must provide a certificate of insurance listing themselves and naming the Silvana Community Fair Board as an additional insured\***. All other vendors are encouraged to provide their own insurance\*.

Vendors providing guests with any type of handout, trinket, food, or drink are required to encourage proper handling to prevent littering. Vendors are responsible for cleanup of any items distributed from their booths and keeping their leased space clean.

### CODE OF CONDUCT

We **EXPECT** our vendors to always act ethically, legally, fairly, and responsibly.

**SMILE**- Our main products are entertainment and education; therefore, smile and you will always produce smiles. The patron is always treated as if they were correct.

**RESPECT**- Be polite and respectful of others. Every year we find ourselves working very closely with each other to produce the fair. That task is made easier through cooperation and respect. Everyone should be treated as we ourselves would like to be treated. This community is our home; please show courtesy to fair attendees.

**DRESS CODE**-The Silvana Fair aims to be enjoyable for the general public, and particularly, families. To ensure the quality of our family atmosphere, all vendors are asked to adhere to the following policy:

\***NO** apparel will display profanity.

\***NO** nudity.

\***NO** apparel or accessories intended to provoke, offend, or intimidate others will be tolerated, including offensive slogans, insignia or "gang colors".

Interpretation of this policy will be made solely by the management of the Silvana Community Fair, whose decisions are final.

**HARRASMENT- Potential** harassment, sexual, or otherwise, will not be tolerated. In the state of Washington, any behavior that makes one feel threatened or uncomfortable, is harassment. If you think you may be going too far, **Don't Do It**. Such behavior at the fair will not be tolerated. Beside any possible legal action we might take, harassment is most certainly your fastest ticket out of the fair. This applies to everyone - patron and participant alike. If you feel harassed, contact a person "in red" so we can act.

**DRUGS AND ALCOHOL-** If you have prescription medication, please take it as directed. Be sure to notify personnel of any medical condition, such as diabetes, so they can take such conditions into account when dealing with you during an emergency.

If we learn you have illegal possession of a controlled substance, we will contact local law enforcement and require you to leave.

Alcohol may not be consumed or sold or in any way provided to minors on fair grounds. Anyone found consuming or providing alcohol will be removed from the fairgrounds immediately.

Smoking/Vaping is also prohibited while on the fair grounds.

Vendors and their employees, agents, and subcontractors (collectively referred to as “vendors”) must adhere to this vendor code of conduct while conducting business at the Silvana Community Fair. Vendors must promptly inform a Silvana Community Fair “person in red” when any situation develops that causes a vendor to operate in violation of this code of conduct. Silvana Community Fair vendors are expected to self-monitor and demonstrate their compliance with this code of conduct. The Silvana Community Fair may require the immediate removal of any vendor representative(s) or personnel who behave in a manner that is unlawful or inconsistent with this code of conduct or any Silvana Community Fair Policy.

The Silvana Community Fair Board reserves the right to cancel this lease agreement at any time, including before and/or during the fair.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

***\*Information for the Certificate of Insurance:*** please contact the vendor coordinator via email ([info@silvanafair.com](mailto:info@silvanafair.com)) to obtain the necessary information for the Certificate of Insurance.

**HOLD HARMLESS AGREEMENT**

Vendors shall be solely responsible for their operations on the leased premises. Neither the Silvana Community Fair Board, nor its representatives, or volunteers, agents, or property, shall be responsible to the vendor for loss by fire, theft, damage, delay, mechanical failure, labor trouble or any cause whatsoever, while the vendor’s property, is in transit, at the fairgrounds during operation, or while being moved into or out of the fairgrounds. Vendor agrees to indemnify and hold harmless Silvana Community Fair Board of any liability that may arise out of bodily injuries or property damage, including property of the Silvana Community Fair Board, resulting from use of the premises by vendor.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Vendor name \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Products being sold \_\_\_\_\_

\_\_\_\_\_