



## RelaxPansion Fest Vendor Agreement ~ June 24-26, 2022

- 1.) **Right to Sell:** Relaxpansion Fest grants you, the vendor, the right to display and sell your goods and/or services at the festival market site - only the items and/or services listed on the vendor application form: nothing else, especially food (unless by prior agreement).
- 2.) **Booth Space:** Relaxpansion Fest will provide space at the festival site for the exclusive use of the vendor. Space is 10' x10' (or 10' x 20' if agreed)- as is: you provide your own canopy, tables, chairs and/or other accoutrements.
- 3.) **Cost of Booth:** 10' x 10' booth: \$285 (upon acceptance)  
Double Wide 10' x 20' booth: \$450 (upon acceptance)
- 4.) **Vendor shall pay Relaxpansion Fest** the agreed upon amount for the use of the designated space (**please see page 4**) to be paid in full prior to the event. Payment can be made by Credit Card or PayPal, or by mailed check payable to Lloyd Barde.
- 5.) **Electricity at the site is limited.** If you need electricity, please let us know on your application form what you need it for & how many watts you need. AND please bring a 25' extension cord & power strip. There's a \$15 extra charge for electricity for non-food booths.
- 6.) **Setup Friday:** Vendor agrees to set up his/her booth on Friday, June 24th, between 11 AM - 5 PM (in which case vendor may also vend during our Friday evening show)  
**OR** on Saturday morning, before 10:30 AM. Booths must be fully set up and open for business by 5 PM on Friday and/or by 10:30 AM on Saturday. All cars must be moved off the meadow & parked in the parking lot by 5 PM Friday & by 10:00 AM Saturday (for those who missed Friday eve.) and will remain off the meadow until after the end of the show on Sunday night or Monday morning by noon.
- 7.) **Market Hours:** Vendor agrees to have his/her booth open for business for the full duration of the artisans market from 6 PM - 9:45 PM on Friday (or until 11 PM if your booth has lights) and/or 10:30 AM - 9:45 PM on Saturday and Sunday (or until 11 PM if your booth has lights).
- 8.) **Break Down:** No cars will be allowed back into the vendor area until after 11:15 PM on Sunday. Vendor agrees to break down his/her booth & remove everything they brought with them from the site by 12 PM Monday morning, or by special arrangement w/ our vendor coordinator, by 2:00 PM Monday.

9.) **Vendor Camping:** Please review our fee schedule for camping options. If you are going to leave your booth up overnight on Friday night and/or Saturday/Sunday night, camping at your booth is highly recommended for optimal booth security. Please mark on your vendor application if you will be camping at your booth, and if so, if one other person will be joining you. No one will be allowed in the back meadow **Vendor Village** at night except vendors with camping passes.

10.) **Event Passes:** All vendors will receive 2 event passes including camping at your booth.

11.) **Vendor shall keep their booth area clean and sanitary at all times.** Vendor shall be responsible for removing any and all trash, recycling and compost from his/her booth and surrounding area and disposing of it in the designated containers provided onsite. Please clear your site fully before leaving and take everything with you. *This is a "leave no trace" event.*

12.) **Vendor is responsible for providing the entire contents of his/her booth:** including a canopy for shade (which is ESSENTIAL), tables, chairs, display racks, decorations, fixtures etc.

13.) **Vendor is responsible for complying with all county fire and safety regulations,** and for food booths, with all health department requirements. **Food Booths must have a temporary restaurant permit and at least one person in the booth must have a food handler license.** *Be sure to get these from the Jackson County Health Department well in advance of the festival.*

14.) **Vendor agrees to indemnify and hold Relaxpansion Fest,** its producers, sponsors, staff or Jackson Wellsprings **harmless from any claims or causes of action** arising out of, or in any way connected with, the activities of the vendor, or sale by the vendor to the attendees for its products at Relaxpansion Fest.

15.) **If in the judgement of Relaxpansion Fest** the operation of the booth or the quality of the merchandise or services does not meet the requirements of this agreement, or if the vendor breaks any other term of this agreement, **Relaxpansion Fest** may terminate this agreement in part or in its entirety at any time.

16.) **Vendor may terminate agreement** at any time prior to the event with the understanding that *all fees paid to Relaxpansion Fest will be forfeited by the Vendor.* Once set up, vendor agrees to stay set up for the full event until 9:30 PM Sunday (or later if your booth has lights).

17.) **Sales or distribution of the following items are prohibited:** Alcohol, illegal substances, animals, weapons and real or toy guns. Do not bring food or beverages to sell unless you are a registered food vendor.

18.) **No Dogs, No Alcohol and No Drugs** are allowed at the Artisans Market or anywhere at Relaxpansion Fest.

**Our intention is to create a "Zero Waste" festival focus and agreement wherever possible, so please be mindful of caring for the environment.**

**Once you've read and understood the preceding 2 pages of information and agree to all of the terms, please fill out a vendor application form or respond by mail or email providing all of the information requested.**

**From Lloyd Barde Productions • 541.488.8282 • lloyd@well.com**