

Vendor Lease Agreement for the Tack & Craft Extravaganza being held at the Champions Center

December 5 & 6, 2020

This Agreement is entered into, by and between the Champions Center and the EXHIBITOR:
Name _____ Date _____

The ORGANIZER and EXHIBITOR hereby agree to the following:

1. Contract & Payment Due By: Friday November 27, 2020
2. Checks Payable to: Champions Center
3. Mail to: Champions Center
C/O Tack & Craft Extravaganza
4122 Laybourne Rd, Springfield, Ohio 45505

Questions? Championscenterbh@gmail.com TEXT or CALL (Jessi) @ 937-688-0836

ALL MONIES RECEIVED ARE NON REFUNDABLE unless the Event is Canceled

Booth Space:

- Booth spaces - _____ 10ft x 10ft \$25.00 (1) 8' Table & 2 Chairs
 - _____ 10ft x 20ft \$40.00 (2) 8' Tables & 4 Chairs
 - _____ Outside Vendor Trailers for \$50.00 (\$30.00 per night extra if plugged in)

Cash/Check/Credit Card Accepted

Credit Card Information

Name on Card - _____ Card Number- _____

Expiration Date- _____ / _____ Security Code on Back- _____

Only 1 EXHIBITOR per Leased Space

Event:

Subject to the terms and conditions of this Agreement, the ORGANIZER leases to EXHIBITOR the booth space described in Booth Space of this Agreement for the 2020 Tack & Craft Extravaganza to be held Saturday & Sunday December 5&6, 2020 at the Champions Center Banquet Hall

- All lease spaces must be in contract by Friday November 27, 2020
- The leased booth space shall be used exclusively by EXHIBITOR and cannot be leased to another EXHIBITOR

Booth Selection: subject to availability

- Handicap will be placed first to allow easier access
- Vendors will be placed in open booths by the ORGANIZER

Failure to Occupy Leased Booths:

EXHIBITOR agrees to occupy the leased booths for the full duration of the EVENT

- If EXHIBITOR does not occupy the leased booths for the EVENT they are still responsible for the full rental fee

Notice of Cancellation:

If EXHIBITOR desires to cancel this Agreement, the EXHIBITOR shall notify ORGANIZER of his/her desire to do so 5 days prior to the EVENT

Set Up and Tear Down:

- Friday December 4, 2020 - EXHIBITOR set up 1:00pm – 12:00am
- Saturday December 5, 2020 - Doors open at 8 am for additional set up time
- Saturday December 5, 2020 - EXHIBITOR set up must be completed NO LATER THAN 10:00am
- Booth(s) tear down NOT before 4:00 PM Sunday 6, 2020
- EXHIBITORS are responsible for cleanup of space(s) leased
- All EXHIBITORS are responsible for their own sales taxes
- No Outside Tables
- Returned Check Fee: \$40.00 charge on any/all returned checks to the Champions Center
- Food & Drink Sales: PROHIBITED by any EXHIBITOR; the Champions Center concession stand will be open for the event
- **NO SMOKING** Policy is enforced by the Champions Center
- Vendors and Visitors MUST wear face Masks and maintain a 6’ Social Distancing in accordance with the Clark County Health Department.
- ORGANIZER (Champions Center) or any Employee of, and or leaser of facility are not held responsible for theft, accidents, injuries or loss of any property.
- This Vendor Lease Agreement contains the entire understanding of the parties. No oral or other representation not contained herein shall be binding upon the parties hereto. By signing this contract you agree to all the above terms and parties hereto:

EXHIBITOR Name printed: _____

EXHIBITOR Signature: _____ **Date** _____

EXHIBITOR Address: _____

EXHIBITOR Email Address: _____

EXHIBITOR Phone Number: _____