



Williamsburg REALTORS® is pleased to extend this vendor contract to you for our upcoming **Association Yard Sale & Bazaar**, scheduled to take place on Saturday, September 23rd, 2023, in the parking lot of the Williamsburg REALTORS® Executive Office. We appreciate your interest in participating as a vendor and believe that your products/services will be a valuable addition to the event.

This contract sets forth the terms and conditions under which you will operate as a vendor at the **Association Yard Sale & Bazaar**. Please carefully review the following details:

1. Association Yard Sale & Bazaar to Benefit Habitat for Humanity

- Date: Saturday, September 23, 2023
- Rain Date: September 30th
- Time: 8:00am – 1:00pm
- Vendor Set-up Time: 6:00 – 7:45am
- **Note: No set-up allowed after 7:45am (Strictly enforced)**
- Location: 5000 New Point Rd Williamsburg, VA 23188
- Event Contact: Darragh Cutshaw, Darragh@waarealtor.com; 757.903.4015

2. Vendor Responsibilities:

- To participate in all event advertisements, please provide your company logo and a detailed description of the products/services you will offer at the event to Event Contact no later than September 10th.
Please Note: Weapons of any kind, Cannabis Products and Alcohol are strictly prohibited.
- Provide a copy of any required local industry or jurisdictional permits, licenses, or insurance related to your products/services no later than September 20th to Event Contact.
- Respond in a timely manner to any questions or concerns from the event contact.
- Set up and decorate your designated space in an attractive and professional manner. – Must bring your own table, tent, table clothes, decorations, etc.
Note: Drilling into cement for tent stability is strictly prohibited. Tents can be no larger than 10x10ft.
- You must staff your designated space for the duration of the event.

- Handle your financial transactions with all customers in a professional and courteous manner.
- You are responsible for the clean-up/removal of your designated space.

3. Williamsburg REALTORS® Responsibilities:

- Provide vendors with 10 x 10 ft outlined designated space.
- Promote your business at the Association Yard Sale and Bazaar through various marketing channels.
- Provide general event security, crowd control and parking.

4. Indemnification:

- Vendor agrees to hold harmless Williamsburg REALTORS® from any claims, damages or liabilities arising out of their respective activities during the Association Yard Sale and Bazaar.
- If during the term of this agreement **force majeure** (including but not limited to war, riots, earthquakes, natural disasters, etc.) causes that some or all of the terms of this agreement cannot be fulfilled, the Vendor agrees that Williamsburg REALTORS® will not be liable for breach of contract.

5. Governing Law:

- This contract shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia.

6. Payment Terms:

- Vendor Fee:
Before September 10th: \$40.00 fee
After September 10th: \$50.00 fee
- Payment Method: Check and/or Credit Card
Note: Make checks payable to Habitat for Humanity
- Payment is due in full at the time of contract submission; all sales are final and non-refundable unless Williamsburg REALTORS® cancels event.

7. Payment Information:

Business Name: _____

Contact Name: _____

Phone: _____ **Email:** _____

Address: _____

Credit Card Type: _____

Name on Card: _____

Credit Card # _____ **Expiration Date:** _____

I, _____, hereby agree to the terms, information and conditions outlined above and authorize the payment of the \$40 fee to be paid with:

- ☐ Check Check# _____
- ☐ Credit Card listed above.

Please sign, and return this contract and payment on/or before **Monday, September 20th, 2023**, to confirm your participation in the Association Yard Sale and Bazaar. Should you have any questions or concerns, feel free to call Williamsburg REALTORS® at 757.903.4015 or email Darragh Cutshaw at Darragh@waarealtor.com.

Vendor

Name: _____

Signature: _____ **Date:** _____

Williamsburg REALTORS®

Date Received: _____

Name: _____

Signature: _____ **Date:** _____