

## 2022 St. Charles Old Fashioned Christmas Vendor Agreement

### **Location:**

Village of St. Charles (Main Boulevard)

South Saginaw St.

St. Charles, MI 48655

### **Date & Times:**

December 3, 2022 from 4:00 pm to 7:00 pm

Set up will be from 2:30 pm to 3:30 pm the day of the sale

Tear down may begin at 7:00 pm – **NO EARLY TEAR DOWN**

### **Event Costs:**

10x10 outdoor space: \$10.00

20x20 outdoor space: \$20.00

**\*\*All vendor fees collected will be used to help pay for the children's activities and gift raffles\*\***

## **Rules & Regulations:**

- Spaces will be filled in order of application along with full payment.
- All merchandise is subject to review by organizers. Unsuitable items must be removed immediately upon request.
- Booth areas must be attended at all times to ensure the safety and care of vendor items.
- Vendors are required to provide any tents, tables and chairs needed to display their products and operate their booths.
- The area around the booth must be barrier free.
- After unloading vendors must remove their vehicles and park in the specified vendor parking area.
- Vendors must furnish their own cleaning and sanitizing materials and are responsible for all garbage removal at the end of the day.
- Alcoholic beverages are prohibited.
- Vendors are responsible for their own cashbox.
- All vendors are responsible for state sales tax and must display a tax ID if applicable.
- **The sale of food or beverage products must abide by the Michigan Cottage Food Laws and in full compliance with local health department regulations. Any licenses, permits or fees necessary must be obtained by the vendor.**

## **Insurance:**

The Village of St. Charles and the event coordinators **DO NOT** carry any insurance policies nor do they convey the protection through any policy to vendors selling at this event. The Village of St. Charles and event coordinators will not be held responsible for any claims or for the safety of products sold at the market.

The Village of St. Charles and event coordinators reserve the right to amend, add to or delete any rules and regulations as necessary to carry out the operation of the event.

## **Release:**

**By completing and signing this event form, you are agreeing to the waiver below:**

I hereby release, jointly and severally, the Village of St. Charles, its officers, employees, agents and staff members as well as the event coordinators from any losses, claims, damages or lawsuits arising from my use of the Village of St. Charles property by myself or my workers.

Further, the Village of St. Charles, its agents, employees and the event coordinators shall not be liable to me or any person on the premises during the term of this agreement for injury to, damage to or loss of property. I further agree to indemnify the Village of St. Charles and the event coordinators and hold them harmless from, all damages, injuries, liabilities, losses and expenses incurred by any person or party in any way from my use of this premises. I also agree to indemnify the Village of St. Charles and the event coordinators against all costs, including attorney's fees, arising out of my use of this property or premises.

**I understand that no refund of vendor fees will be available for this event.**

I also give the Village of St. Charles and the event coordinators permission to release my company name, product names and photographs of my products and person for the purposes of marketing and media releases including but not limited to newspaper articles, website content, social media posts and other means. I, the undersigned, agree to follow the rules and regulations as they apply to any and all products, I may carry for sale at the event and all waivers.

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

## **2022 St. Charles Old Fashioned Vendor Information**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Email Address:**  
\_\_\_\_\_

**General Description of Products to be Sold:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Space Desired:**

**10x10** \_\_\_\_\_

**\$10.00**

**20x20** \_\_\_\_\_

**\$20.00**

**\*Checks payable to: Carrie LeVan\***

**Please mail to:**

**STC Old Fashioned Christmas**

**C/O Carrie LeVan**

**14135 Dempsey Rd.**

**St. Charles, MI 48655**

