

Craft Fair Vendor Contract

St. Matthew Church Choir _____ (hereafter "Fair Committee") and
_____ (hereafter "Vendor") hereby agree to the following:

The Vendor will rent a space from the Fair Committee at **St. Matthew Parish** on **June 3, 2017** from **9 a.m. – 3:30 p.m.** Set-up must be completed by **8 a.m.**, with tear-down ending at **4:00 p.m.**

The Vendor will rent the following space(s):

Parish Hall, 8' x 10', No electricity **\$30**

Parish Hall, 8' x 10', Electricity **\$35**

Included with booth rental: 1 table and 2 chairs Additional tables are \$5 per table.

Describe your products (items to be sold): _____

The Vendor agrees to abide by the following guidelines:

The Vendor will provide all their decorations, cables, and equipment necessary to run the booth.

The Vendor is responsible for clean-up of their booth. Must leave booth the way they found it.

The Vendor will NOT sell food items.

The Vendor takes responsibility for any damages or incidents that occur at his/her booth.

The Vendor will NOT sublet or rent out his/her assigned space at any time.

The Vendor will be responsible for any required permits, licenses, or taxes required by the county or state.

The Fair Committee is permitted to take photographs of the booths and vendors and use these photographs for advertisement or promotion purposes.

In witness to their agreement to the terms of this contract, the parties affix their signatures below:

Vendor signature & date
Address _____
City, state, ZIP _____
Phone# _____
Email _____

Fair Committee signature & date
Address _____
City, state, ZIP _____

Payment to: St. Matthew Catholic Church

OFFICE USE ONLY	Notes:
Check# _____ Cash	