

# Vendor Agreement

## EVENT:

**Zombie Ball**

## Event Hours:

6pm -12am Saturday

## Vendor application process;

Applications received will be reviewed by the Vendor Coordinator, Fair Coordinator and in some cases will be sent for committee review with the members of the Stang Productions LLC events team. Submitting an application does not guarantee acceptance.

## Acceptances

You will be notified by email of your acceptance or denial. The acceptance email will list your total fees due and an Invoice or Check request will be sent to you (If Applicable). **A deposit in the amount of \$25 is due as an application administrative fee, and is non-refundable. No Applications will be considered without this fee being completed.**

## Booth prices:

Merchant 10 x 10 \$150

Food Vendors: 20% Commission vs \$400, whichever is greater. *A separate agreement will be sent.*

## Payments

All payments are due at the time of application. For special requests reach out to [vendors@gostang.com](mailto:vendors@gostang.com)

Electricity is limited and reserved for merchants who cannot operate without it. Please reach out to [vendors@gostang.com](mailto:vendors@gostang.com) for a request for access to electricity with your completed merchant application.

## Payments

All payments are **due** within 60 days of the event (**August 27, 2024**). For special requests reach out to [customer-care@gostang.com](mailto:customer-care@gostang.com). If applying for the event within 60 days of the event (**after August 27, 2024**), the balance is **due within 3 days** of submission. Invoices unpaid after the **due date** are subject to \$50 admin fee or cancellation due to non-payment. If an application is submitted within 6 days of an event, an extra \$50 admin fee will apply.

Electricity is limited and reserved for merchants who cannot operate without it. Please reach out to [customercare@gostang.com](mailto:customercare@gostang.com) for a request for access to electricity with your completed merchant application.

## Setup & General Policy

You are responsible for your own setup and tear down; to include providing your own tables, chairs, and backdrops. **Stang Productions does not provide volunteers to assist with setup and/or tear down.** Please have enough assistance to facilitate a quick setup and tear down. This event is 21 and older only. No persons under 21 years of age permitted.

- Stang does **not have the ability to make or provide change**, so please plan accordingly.
- Health Department regulations state that vendors may not sell food/beverages or give away any food/beverage samples at your booth without a Health Permit. If you plan on selling prepared foods you must contact us at [customercare@gostang.com](mailto:customercare@gostang.com)
- No illegal narcotic substances are allowed on the site. Anyone with such substances in their possession will be reported to the proper authorities. Outside alcohol is strictly prohibited. Alcohol may be purchased from an approved vendor inside the event center and must be consumed within the event center. Alcohol will ONLY be sold to age-appropriate individuals only after providing valid identification. Please drink responsibly. Drunken, unruly or dangerous behavior will result in expulsion from the event.
- No early tear down unless approved in writing.
- No vehicles are allowed on-site outside of active setup and tear down times, or while any patron is present on-grounds.
- All active faire zones are unload only. Please unload, and move to approved parking zones immediately.
- Vendors are responsible for compliance with all California State Sellers permit requirements.
- All outside food (not purchased from food vendors) must be kept hidden/out of sight from patrons.
- Treatment of Employees. An employee has the right to a workplace free from harassment, workplace violence, intimidation or other threatening behavior, including pervasive verbal abuse and bullying.

## Setup Information

**Saturday SETUP hours:** Starting at 9 am and running until 4:30 pm

**Pack out:** Pack out must be completed by 2 am Sunday Morning.

Please make sure all trash is removed from your booth and placed in the dumpsters. All boxes **MUST** be broken down before placed in the dumpsters or they will fill to capacity too quickly.

- You will be responsible for paying any damages to the venue. We encourage you to hold an event insurance policy. Cheap and instant policies can be found online. ***If using "an all online insurance policy" please bear in mind that these are bare bone policies and may or may not cover you in the event of an "incident" please do your research on the insurance you purchase.***

## **Gate-List & Pets**

Wristbands will be issued to all participants individually at check-in based on your submitted gate list. EVERYONE is required to wear a wristband and **MUST BE WORN ON YOUR WRIST AT ALL TIMES**. It is not acceptable for your wristband to be carried in a pouch, pocket, etc. Anyone on site after hours who is not wearing a wristband on their wrist will be asked to leave the event center. Carry photo ID with you at all times. Vendors are required to wear a wristband at all times during the duration of the event.

- Unfortunately, pets are not allowed. Service animals are allowed (by law!) but they must be restrained at all times and the owner is responsible for their clean up. If your pet is deemed unruly or dangerous by event personnel, it may be refused access and/or will be required to leave.
- Wristbands and Gate-list: You are allotted two wristbands for a 10x10. More names may be added to your gate-list at a rate of \$39 a wristband. Gate-lists are due 14 days from the start of the event, gate-lists received after this deadline will result in an additional fee of \$10 per head.
- Failure to adhere to these rules may result in expulsion and/or forfeiture of fees, at the discretion of the Faire Coordinator. All rules are subject to change, at any time, at the discretion of the Faire Coordinator. In cases of conflict, all decisions of the Faire Coordinator, and/or Faire Board are final. By submitting an online application you agree to abide by all rules put forth by Stang Productions LLC, and all events produced by and us and participated in by you.

### **Assumption Of Your Risks**

We, Stang Productions LLC, are not responsible for stolen goods, rowdy patrons, extreme weather, injury, or any other general liability occurrence that may happen to you, or your affiliates. All Stang Productions LLC events are "At your own risk" and by applying to one of our events, you agree to participate and hold harmless "Stang Productions LLC and all affiliates, officers, and directors" of damages to you or your affiliates.

### **Deadlines**

All Applications must be finalized within 6 days of the event.

### **No Refunds For Cancellations.**

Cancellations are generally not refunded, unless the event is cancelled by an "Act Of God". No refunds for postponements if the rescheduled date is within 90 days of the original event date. All sales are final. You may reach out to vendors@gostang.com with your reason for cancellation and we may consider your request, however, no guarantees will be made.

### **Finally**

By submitting an online application, you agree to abide by all rules put forth by Stang Productions LLC, and all events produced by us and participated in by you. You have three days from the date of applying to rescind your application, if you do not agree with these rules. All fees will be refunded less the \$25 application fee. After three days, this agreement is legally binding.

***Thank you, and we look forward to working with you.***