

## VENDOR AGREEMENT

***Liability:***

Should any contingency interrupt or prevent the holding of The Charlotte Vegan Experience, neither the event managers, event producers, (THE CHARLOTTE VEGAN EXPERIENCE under COMMITTEE OF CONSCIOUSNESS, LLC.), nor the venue, the Johnson C Smith University staff, nor security, officers, agents, directors, or representatives are liable to vendor for any injury, damages, theft or loss that may occur to the vendor, vendor's goods, employees, volunteers, or visitors incurred at the event or property from any cause whatsoever, included but not limited to weather, war, terrorism, lockouts, negligence, attendees, etc.

Insurance and liability are the full and sole responsibility of the vendor. It's recommended that vendors provide a copy of insurance with "COMMITTEE OF CONSCIOUSNESS, LLC." And venue (Johnson C Smith University), listed as Additionally Insured. This documentation must be provided through email by July 9, 2022 at 11:59pm EST.

Choosing to forego insurance means that you are accepting full responsibility for any losses, damages, accidents, and/or potential legal action against you or your business that may occur. If needed, you can obtain temporary, one-day event insurance from websites such as theeventhelper.com.

I have read and understand liability disclaimer (initials).

***Restrictions:***

COMMITTEE OF CONSCIOUSNESS, LLC. management reserves the right to restrict vendors that become objectionable because of noise, method of operation, materials, or for any other reason, and to prohibit or evict any vendor that, in opinion of the management, may detract from the general character of THE CHARLOTTE VEGAN EXPERIENCE under COMMITTEE OF CONSCIOUSNESS, LLC., and the City of Richmond as a whole. This restriction includes persons, things, conduct, printed matter, not abiding by protocols, failure to present insurance, or anything that the management determines objectionable in character. In the event of such restriction or eviction, event management is not liable for any refunds or other vendor expenses. Event will take place rain or shine. Should devastating weather or natural disaster occur, event will be rescheduled. Event is subject to change dates or be postponed at any time. All vendors must be adequately staffed and must remain intact until the official closing hour of 8pm. Early dismantling is disruptive to the event area, therefore, vendors must not pack, tear down, or remove any portion of their vendor setup prior to the official closing at 8pm.

I have read and understand restrictions disclaimer (initials).

**Committee of Consciousness**, with **Johnson C Smith University**, present “The Charlotte Vegan Experience ” on Saturday, July 16th, 2022 from 10:00 am – 5:00 pm.

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We are excited to have you join us for a day of education, empowerment, entertainment, fun, food and shopping, as we celebrate African American plant-based ancestry, culture and our extended communities through informative presentations, performances, movie screening, and a fashion showcase featuring and the surrounding areas brightest new stars!

This event will provide empowerment to the community as well as great exposure for your business and/or organization. Please ensure the event will be successful for all parties involved by confirming important information related to your participation in this event. If you have questions, do not hesitate to contact event-day managers Keon or DeeDee (contact info provided with “**Vendor Welcome Email**”).

### **Vendor Commitment:**

|                                  |          |
|----------------------------------|----------|
| Information Booth/Swag Bag       | \$50.00  |
| Non-Food Vendors                 | \$150.00 |
| Food Vendor                      | \$250    |
| Food Truck                       | \$350    |
| Electric outlet (based on avail) | \$50.00  |
| WiFi (based on avail)            | \$25.00  |
| Table rental                     | \$10     |
| Chair rental                     | \$5      |
| Linen rental                     | \$5      |
| Tent rental                      | \$70     |

### **Set-Up Time:**

**Friday, July 15th at 5PM.** Check in at the registration desk to secure your badge and vendor location. We strongly suggest all vendor table set-ups to be completed by 10:00 PM **the day before the event**. If you elect to set up on event day, you will have limited availability of 2 hours (if you're not onsite and set-up before 9:00 am - you will forfeit your vendor space and payment). All vendors' items must be cleared from tables and vendor areas vacated by 6PM July 16th .

### **Reminders:**

- Products and/or services offered should be natural/organic/vegan/cruelty-free in nature
- Table signage or backdrop signage should be professional
- Vending Booth Fees are *non-refundable* and due within 7 days of approved application
- There is absolutely **NO ALCOHOL** allowed at any/all COC Events/The Charlotte Vegan Experience
- Questions and/or concerns should be communicated in a timely manner to [vonettia@theblackveganexperience.net](mailto:vonettia@theblackveganexperience.net)

**Initials** \_\_\_\_\_

**Name/Business:** \_\_\_\_\_

Upon execution of this form I, \_\_\_\_\_, hereby unconditionally release, waive and discharge my right, whether by contract or under operation of law to file cause of action(s) or claim(s) which I may have against Committee of Consciousness and/or The Charlotte Vegan Experience.

I hereby assume any and all risk of loss, liability, damage or costs, including bodily injury or property damage that may incur arising out of my control or in connection to my acts and/or omissions during the event. I fully understand the terms set forth in this form, and I hereby waive my rights freely and voluntarily without any inducement, assurance, or guarantee being made to me to the fullest extent allowed by law.

**Photography/Audio Release:** I do hereby grant and convey that The Charlotte Vegan Experience and affiliates can take and use said pictures as needed for marketing.

**Post-Event Survey:** I do hereby grant and convey that The Charlotte Vegan Experience and affiliates may contact me after the event concludes to gather information regarding my vending experience, to include: Areas for growth, Level of support received, Attendee engagement and Sales (goals vs actual).

By signing below (*or via Vendor Application*), I acknowledge that I have read and understand *Vendor Expectations, Conditions and Limitations, Liability, Restrictions and this Release*, and agree to its provisions.

**Signed:** \_\_\_\_\_

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

**Date:** \_\_\_\_\_