

THE ALAMO – John Wayne Birthday Celebration

2010 Vendor Contract

May 28-29, 2010

exec.dir@madisoncounty.com www.madisoncounty.com

515-462-1185 FAX: 515-462-1393

Office Use Only

Date Received _____
Check # _____
Juried: _____
Booth Location: _____
Accepted: _____
Declined: _____
Postcard Sent: _____

Vendor hours for the celebration are Noon to 9:00 p.m. on Friday and 9:00 am to 9:00 pm on Saturday – Vendors must be open and staffed the entire time both days. This is an outdoor show and subject to the elements!

This agreement is made and entered into by and between the Madison County Chamber of Commerce and

Firm/Organization		Authorized Agent/Booth Holder	
Daytime Phone		e-mail Address	
Street Address	City	State	Zip Code

Booth Spaces: _____ \$150 for a10 x 10ft space*
_____ \$35 for electricity
_____ Additional space beyond the minimum is \$15.00 per foot.

*Pop Up Tent size – there will be a minimum of 2' per side for additional space for inventory and 2' at the rear of the space for storage. A maximum of 5' additional on the frontage of your space may be used for display/items for sale.

Each Vendor shall comply with the following rules and regulations in addition to complying with any and all statutes and ordinances of the State of Iowa, County of Madison and City of Winterset pertinent to the Vendor's participation in The Alamo - John Wayne Birthday Celebration [Celebration] including, but not limited to, statutes and ordinances affecting gambling, health and sanitation, building, electrical construction, maintenance, and fire safety. Each Vendor is responsible for all of their own permits and exemptions including sales tax permits. Sales tax in Madison County is 7%. Please attach a photocopy of your Iowa Sales Tax Permit to your application. There is a place to check on the application form to request a Temporary IA Sales Tax Permit application. The Chamber and the Vendor Committee shall have the right to interpret the following rules and regulations, to amend or add such rules and regulations as it might deem appropriate and to enforce compliance with such rules and regulations. The Vendor Committee reserves the right to refuse rent of space to anyone and to regulate the types of items offered for sale. Any violation of these rules and regulations or of referenced statutes and ordinances shall result in immediate forfeiture of all rights of participation in the Celebration including any moneys deposited to secure participation in the Celebration.

Vendor agrees that it will protect, defend, hold harmless and indemnify the Chamber, Vendor Committee, Birthplace of John Wayne, City of Winterset, and Madison County, their directors, officers, agents, employees, and volunteers from and against any and all expenses, claims, actions, liabilities, attorney fees, damages and losses of any kind whatsoever, actual or alleged, resulting from or concerned with the participation as a Vendor in the Celebration. The Chamber, Vendor Committee, Birthplace of John Wayne, Madison County, and the City of Winterset shall not be liable for any loss or damage to any merchandise or personal property in or about Vendor's booth(s) regardless of the cause of such loss or damage.

- Vendor **must** provide proof of insurance with \$1 million liability coverage that lists Madison County Chamber of Commerce as an additional insured covering the dates of the Celebration.
- Vendors **must** submit pictures of their booth and items with their application.
- Once a space is sold, it must be occupied by the approved items and operated by the approved Vendor. Subleasing of all or any assigned booth space is strictly prohibited. Vendor **cannot** allow another party to exhibit, promote in any manner, or take orders in the booth.
- Specific guidelines for booth set up and removal will be sent to Vendors approximately one month prior to the Celebration. Booths must be constructed and ready for operation by Noon on Friday. Vendors may bring vehicles onto the grounds to restock booths between 6:00 and 8:00 a.m. on Saturday. Vehicles on the grounds after 8:00 a.m. **will be towed**. Please note that while the Celebration does not officially start until Noon on Friday and 9:00 a.m. on Saturday, people will have access to the square. A member of the Vendor Committee will check each booth for rule compliance on Friday mid-morning and periodically throughout the Celebration. Tear down **will begin after 9:00 p.m. on Saturday** and must be completed by 11:00 p.m. Please be aware that streets may be open to through traffic by 10:00 p.m. on Saturday night.
- Checks postdated or returned unpaid by the bank are subject to a \$25.00 service fee and/or disqualification.
- The Vendor Committee reserves the right to remove a booth from the Celebration if the booth is constructed in an unsafe manner. Vendors will confine their operations to the booth and **shall not** solicit business outside the booth.
- All food handlers **must** wear rubber/latex gloves while handling food.
- Vendors' booths and the area around them must be kept clean of all refuse, rubbish, and garbage which will be deposited in containers provided. **Each food vendor is responsible for the appropriate disposal of grease. Failure to dispose of grease, charcoal, or trash properly will jeopardize vendor's participation in the future.**
- **Electric space heaters are NOT allowed** per the City of Winterset.

Continued on back

Calculate Cost: Booth space (\$150/booth space) _____
 Additional feet at \$15 per foot _____
 Electricity Cost (\$35/booth) _____
Total Cost _____

Check List: Items to be included with application

- _____ Pictures of booth and a list description of items to be sold
- _____ Copy of current Iowa Sales Tax Certificate
- _____ I request a temporary Iowa Sales Tax Permit
- _____ Copy of Certificate of Insurance with \$1 million liability coverage that lists Madison County Chamber as an additional insured covering the dates of the John Wayne Birthday Celebration
- _____ Check or credit card information for cost of booth
- _____ Vendor Contract signed and dated

<p>Credit Card: _____ Visa _____ Master Card</p> <p>Credit Card Number _____</p> <p>Expiration Date _____</p> <p>3 Number Code from back of Card _____</p>

**Mail all documents to Madison County Chamber,
 73 Jefferson, Winterset, Iowa 50273.**

I, the undersigned, dutifully swear that I have thoroughly read this contract. By signing this application, I acknowledge and accept all terms of this contract.

Signed: _____

Date: _____