

Neighbors Community Partners Vendor Contract

Neighbors Community Partners (hereafter "Event Committee") and

[redacted] (hereafter "Vendor") hereby agree to the following:

The Vendor will rent a space from the Event Committee at the **Neighbors Community Center** on September 14th. Set-up must be completed by **7:45 am** with tear-down ending no later than **5:30 pm**.

The Vendor will rent the following space(s):

- Outdoor, 10x10, \$30
- Outdoor, 15x15, \$40
- Indoor, 10x10, \$35
- Indoor, 15x15, \$45
- Electricity, \$5.00

The Event Committee will provide the booth space. The Vendor will provide all decorations, tables, chairs, cables, and equipment necessary to run the booth.

The Vendor agrees to abide by the following guidelines on the second page. The Vendor takes responsibility for any damages or incidents that occur at his/her booth.

The Food/Drink Vendors attests that they have registered with NDA and have followed all required measures to provide a safe product. See [Nebraska Pure Food Act §81-2.280 - "Cottage Food" Registration | Nebraska Department of Agriculture](#) for more information.

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 Event Committee is permitted to take photographs of the booths and vendors and use these photographs for advertisement or promotion purposes. If you do not wish to be photographed please let us know.

Payment is due with this agreement form. You will not be assigned a space until both are received. Make out checks to Olive Crest UMC *memo line Flea Market* and mail to 7180 N.60th St Omaha Ne. 68152

Other forms of payment are Cash App: \$olivecrestumc or Venmo: @Olive-Crest

Vendors Email address [redacted]

Phone # [redacted]

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

Brenda C Jones 6-4-24

[redacted]

Event Committee, signature & date

Vendor, signature & date

Address 7180 N. 60th St

Address [redacted]

City, state, ZIP Omaha, Ne 68152

City, state, ZIP [redacted]

Neighbors Community Partners

Flea Market and International Food Fair

Vendors Guidelines

- ❖ All food/drink vendors must follow the Nebraska Department of Agriculture requirements for selling their products.
- ❖ Accepted Items: You will be responsible for any required permits, licenses, or taxes required by the county, state or national for the sale of all crafts, art, plants, food, drink and merchandise.
- ❖ Space: You are responsible for supplying your own table, chairs and equipment. If you have purchased electricity, we will provide extension cords to your location. You must provide a power strip. Canopy tents are allowed but must not be larger than your rented space. Please secure tents properly, you will be responsible for any damage or injury caused to other Vendors or Shoppers.
- ❖ You are responsible for maintaining a neat, reputable, and sanitary booth. At the close of business, you will need to remove all of your property and garbage (dumpster available).
- ❖ Set-up and Clean-up: Set up time is between 6 am to 7:45am. Grounds are open to the public from 8am to 4pm. Please do not tear down before 4pm. All clean-up must be finished by 5:30pm.
- ❖ Parking: Due to limited parking space, vendors will need to unload and load during set-up and clean-up times only. The parking lot will be reserved for shoppers from 8-4. Overflow parking will be provided at Springville Elementary School next door.
- ❖ Loading/unloading: Vendors vehicles must be moved to the overflow parking **before setting up your tents and merchandise** and vendors must break down and consolidate all equipment, supplies, and merchandise **before bring vehicles back to the parking lot** to load at the end of the day.
- ❖ Rain Date: This event is rain or shine; no refunds will be given. In the event of hazardous weather conditions, the event will be rescheduled. NCPs reserves the right to cancel the event due to dangerous or severe weather conditions. All weather-related changes will be called 24 hours in advance.
- ❖ Liability: All Vendors will assume full responsibility for their booths. NPC is not responsible for any damages, loss, theft or for any personal injury incurred during this event.
- ❖ Consent to Photography and Videography: Please let us know in advance if you **do not consent** to having your image, merchandise or name used by the Neighbors Community Partners in any way.
- ❖ Marketing: We will do our best to promote this event. If you would like to send us your logo or information, do so by August 1st, 2024. Email olivecrestomaha@gmail.com Please help us to promote YOU by liking and sharing our event on social media @ NeighborsCommunityPartners and our website olivecrestomaha.org
- ❖ Please send any concerns or questions to Brenda Jones @ olivecrestomaha@gmail.com or call 402-740-6550.