



## VENDOR INFORMATION & AGREEMENT

Business Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ E-mail address \_\_\_\_\_

### EVENT DATES & TIMES

- **WEEK #1** – October 23, 24 – 10am to 10pm & October 25 – 10am to 6pm
- **WEEK #2** – October 28, 29, 30 – 10am to 8pm & October 31 – 10am to 10pm
- **WEEK #3** – November 6 & 7 (BBQ & Balloons) – 10am to 10pm

### LOCATION

Phoenix Premium Outlets at Wild Horse Pass, 4976 Premium Outlets Way, Chandler

### EXHIBITOR - ALL SPACES ARE 10'X10'

#### **BOOTH FEES – Two (2) Options**

- 1) \_\_\_\_\_ \$500 – for entire event (all 3 weekends)
- 2) \_\_\_\_\_ \$250 down – \$125 per weekend (3 weekends)

- ✓ 110V single power included for non-food vendors only
- ✓ Food Trucks/Vendors – these limited spaces are 10'x 20' and must provide own power
- ✓ NOTE: Custom spaces are available

**Please submit a description of vending space, include menu for approval & photo of set up**

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**NOTE: Please include your total payment with the submission of your application.**

Total fees due: \$\_\_\_\_\_

Payment by: (Circle One) VISA MC Discover AMEX

Credit Card #: \_\_\_\_\_

Exp Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

**Mail:** Arizona Events Group, LLC 1334 E. Chandler Blvd, Ste 5-D17, Phoenix AZ 85048

## **Vendor Regulations & Guidelines**

- The Fall Fest will provide retail space and 110v single power provided for non-food vendors only
- Space set-up: set up must be completed by 8am event day
- All vendors must be open and vendor space must be staffed throughout the event.
- You must provide a flame-resistant tent or canopy in your designated space.
- Security will be provided throughout the event; however, FALL FEST will not be held liable for any loss. The space and items in the space are vendor's responsibility.
- All vendors will be required to carry liability insurance, listing Arizona Events Group, LLC as additional insured. Event dates must be included.
- The event producer will predetermine booth location. Vendors may request a certain location; however, the event cannot guarantee a specific location.
- Vendors are responsible for the cleanliness of their designated area.
- Event is outdoors and takes place in day light and evening times. Rain or Shine Event.
- If retailing products, you **must** have the required business license from the Gila River Indian Community. Including all health permits from Maricopa County if selling food.
- **Business License and certificate of insurance are due prior to set up of vending space. This will be strictly enforced.** Link to GRIC Business License application:  
<http://www.gilariver.org/view/download.php/enterprises/downloads/business-license>
- **Indemnification** – All sponsors, food vendors, retail vendors, its officers, agents, and representatives, agree to the fullest extent permitted by law, to defend, indemnify, and hold harmless Simon Properties, Arizona Events Group, LLC, Gila River Indian Community and its employees, officers, contractors, interns, volunteers, officials, representatives, and agents, for, from, and against all liability whatsoever, including without limitation any and all claims, suits, demands, and/or actions arising out of, related to or based upon intentional or negligent acts or omissions on the part of sponsors, food vendors, retail vendors, its officers, agents, and representatives, relating to, arising out of, or alleged to have arisen out of this Agreement. This indemnity provision shall apply whether the basis for claims, suit, demand, and/or action may be attributable in whole or in part to sponsors, food vendors, retail vendors, its officers, agents, and representatives employees, visitors, attendees, contractors, and subcontractors, or to anyone directly or indirectly employed by them.
- **Force Majeure** – Except for payments due, neither party shall be in default by reason of any failure in performance of this agreement if such failure arises out of causes beyond their reasonable control and without their fault or negligence, including Acts of God, extreme high or low temperatures, winds, rain, power failures, flooding, fire, epidemics, pandemics, communicable disease, or quarantine restrictions. If the event become unavailable, sponsor's, food vendor's and/or retail vendor's only available remedy is for the parties to agree to alternate replacement of a future event/s.
- **Deadlines** – All agreements, payments, permits and certificates of insurance are due no later than Friday, October 16<sup>th</sup>, 2020 at 5pm. Limited space available. Space is "first come, first served". Space is only held with payment received and signed agreement.

## CHECKLIST TO SUPPLY

- ❑ Completed agreement form
- ❑ Signature of agreement form (below)
- ❑ Agreement fee
- ❑ Certificate of Insurance to read exactly as follows below:

**Re: Arizona Events Group, LLC,  
The Fall Fest  
October 23, 2020 to November 7, 2020**

### RELEASE

This agreement is **non-refundable/No Chargebacks** regardless of the retailer's performance or event expectations. Participant is fully responsible for all charges as outlined herein whether using the agreed upon space or not. Participant agrees to utilize assigned space during published event hours and will confine all display activity to assigned space. All space assignments are final decisions of the producer and reserves the right to change space locations, as they may deem necessary. All materials must meet fire codes. The event producer reserves the right to require the modification of any display. I agree to park in designated parking areas. I hereby release and discharge the Arizona Events Group, volunteers, all sponsoring organizations, Simon Properties and the Gila River Indian Community from any responsibility, personal liability, claims, loss, suits or damage arising out of or in conjunction with my participation in the Fall Fest. The event and the above listed associates will not be responsible for any injury sustained by participants and guests or damage to product and materials belonging to participants. I agree to abide by all the regulations and guidelines set forth by the event, written or oral, and understand failure to do so could result in my removal from the event and that all decisions are final. I take full responsibility and understand that my entire display must be sturdy and safe and that a representative must occupy the space during posted event hours

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



**CONTACT: Nanette Duncan, [info@azeventsgroup.com](mailto:info@azeventsgroup.com), 480.600.4743**

**1334 E. Chandler Blvd, Suite 5-D17, Phoenix Arizona 85048, [www.azeventsgroup.com](http://www.azeventsgroup.com)**