

PUYALLUP SOUTH HILL ROTARY

Sponsor/Vendor Agreement/Liability Indemnification

In order to guarantee all benefits associated with printed materials, sponsorship commitments must be made 45 days prior to the event. Vendor commitments must be made five (5) days prior to the event. Payment must accompany the application. Every effort will be made to accommodate late applications but no guarantee can be given. Sponsor/vendor agrees to pay the amount due in full and sponsors/vendors shall be entitled to receive all benefits outlined upon receipt of payment in full. The Puyallup South Hill Rotary Club shall be entitled to recover any fees and costs from sponsor in the event collection activity is required following non-payment. There are no refunds if the event is cancelled.

Sponsor/Vendor Liability & Indemnification

The Sponsor/Vendor agrees to exercise the utmost care in the use of the premises and property. Sponsor/Vendor shall indemnify and hold the Rotary Club of Puyallup South Hill and its members and the Rotary Club of Puyallup South Hill Charities Fund (collectively “the Puyallup South Hill Rotary Club”) harmless from and shall process and defend at its own expense any and all claims, demands, suits at law or equity, actions, penalties, losses, damages or costs of whatsoever kind of nature, brought against the Puyallup South Hill Rotary Club arising out of or in connection with the use of said premises or property and/or the Sponsor’s/Vendor’s performance or failure to perform any aspect of this agreement. Sponsor/Vendor is responsible for damages incurred by third parties (including employees of the Sponsor/Vendor) arising out of or in connection with Sponsor’s/Vendor’s possession and/or use of the premises. This clause shall survive the termination of this Agreement.

The Puyallup South Hill Rotary Club assumes no responsibility to the Sponsor/Vendor for consequences of any act or omission of any third party. The Puyallup South Hill Rotary Club assumes no liability for damage or loss of personal property or equipment left in any rental space during or after the event. The Sponsor/Vendor assumes full responsibility for the conduct of its employees or third parties hired to provide services for the Sponsor/Vendor.

Puyallup South Hill Rotary Club may require proof of insurance for Vendors and Sponsors. If required, the insurance must include bodily injury coverage from all causes of at least \$150,000 per occurrence, aggregate of at least \$1,000,000 for the event. The Puyallup South Hill Rotary Club shall be specifically named on the policy as an additional insured.

Print Name _____

Signature _____ Date _____



Sponsor/Vendor Terms and Conditions

WHEN YOU ARRIVE: Go immediately to the Vendor Check-In Booth where you will receive your Vendor Packet which includes your space assignment.

1. **SPACE SIZE:** Both spaces are available in the following sizes: 10' x 10' or 10' x 20'. Multiple 10' x 10' spaces are available and may be placed in adjacent spaces. Vendors must supply their own canopies, tables, chairs, signs, etc. **There is no access to electricity**, so please plan accordingly.
2. **VENDOR SET-UP/TAKE-DOWN:** Set up is on the day of the event from 6 am to 8:30 am. All booths must be torn down starting at 3 pm on the day of the event. Vendors are responsible for all set-up and take-down.
3. **FOOD VENDORS:** Food vendors must provide a copy of their Business License and Food Handler Card and must comply with all other requirements established by the City of Puyallup.
4. Washington State law requires food vendors selling beverages in single-use aluminum, glass or plastic bottles, or cans to provide recycling containers.
5. All vendors and vendor products must stay within the assigned area—product cannot extend into the walkways. Vendors will not be permitted to walk around the event selling merchandise or services.
6. All vendors are required to pay their own sales tax from any sales made at the Hounds on the Hill event.
7. No hookups for RVs (sewer, power, etc.) are available.
8. Payment **MUST** accompany application. Incomplete applications or applications without payment will not be honored.
9. No refunds after the application deadline. Prior to the deadline, refunds (less a \$20 processing fee) will be given.
10. Please contact Hounds on the Hill staff by email houndsonthehillpuyallup@gmail.com with any questions. Your email will be returned as quickly as possible.