

St. Nicholas OPA! Fest VENDOR AGREEMENT 2018

This agreement is between **St. Nicholas Greek Orthodox Church, OPA! Fest (“Church”)** and _____ Of _____ (Vendor)

Whereas: The Church is conducting its annual ‘OPA! Fest’ Greek Festival on **June 22, 23 & 24, 2018**

Festival hours are:

Friday	June 22, 2018	4:00 pm ---- 11:00 pm
Saturday	June 23, 2018	4:00 pm ---- 11:00 pm
Sunday	June 24, 2018	12 noon ----- 8:00 pm

Whereas: In connection with the Festival, Vendor will consign various goods for sale at the Festival as further described. In consideration of the promises made, the parties agree as follows.

1. The Church shall provide an indoor vending area, in the main hall and main entrance lobby.
Lobby \$550.00 4- 8 foot tables
Lobby \$450.00 1- 8 foot table
Main Hall \$450.00 4- 8 foot tables 12 x 18
Main Hall \$350.00 4- 8 foot tables **MUST BE SET UP IN A BOX SHAPE**
Main Hall \$675.00 4- 8 foot tables 12 x 32
Above Vendor areas are approximate. A first come first serve policy will be upheld
2. Vendor will be listed on the Opa! Fest website (www.opafest.com) and be “hot linked” to the Vendor website. Vendor will also be listed in the Opa! Fest program directory. (Advertising and Promotion Opportunities will be provided upon acceptance of Vendor Application).
3. Vendors will be responsible for charging and collecting applicable Michigan sales tax of 6% at the time of all sales.
4. Vendor shall, at its own expense and liability, transport all Goods to and from the Festival premises. Vendor shall provide a representative at its own expense to sell their Goods at the festival. Vendor booths must remain open the entire time the festival is open to the public. Set up and tear down will be before and after festival hours. Vendors may set up on Thursday, June 21, 2018 after 5:00 p.m. and no later than 3:00 p.m. on Friday, June 22, 2018
6. Vendor guarantees all Goods against defects. Vendor is responsible for display requirements. Vendor shall provide own change, bags and all items needed to operate their booths. All tables must be covered to the floor. Vendor shall not adhere any items on the wall of their booth. VENDORS WILL ACCEPT ASSIGNED SPACE.

St. Nicholas OPA! Fest **VENDOR AGREEMENT 2018**

7. Electrical requirements must be declared at the time of signing this agreement. Vendor must supply all extension cords — 115 volts only.
8. The Church cannot supply Vendor with a telephone line for a credit card machine.
9. The Church is not responsible for any lost, stolen or damaged property of the Vendor.
10. At the time of signing this Agreement, Vendor shall pay cost of vendor fee and table rental in full. Vendor may terminate this Agreement by providing Church written notice of termination not less than thirty (30) days prior to the commencement of the Festival. In the event of such termination, Church shall retain half of rental fee. No refunds will be given after the 30 day period prior to the commencement of the Festival.
11. As vendor space for the Festival is limited, agreements paid in full and signed, will be accepted on a “first come first served” basis. No contracts will be processed if payment is not made in full. Please sign and date application and provide full payment.
12. St. Nicholas Greek Church OPA! Fest Committee reserves the right to refuse any Vendor.

NAME _____

ADDRESS _____

CITY _____ ZIP _____

PHONE # _____ FAX # _____

PERSONAL E- MAIL _____

BUSINESS E- MAIL _____ BUSINESS WEB SITE URL _____

Description of items to be sold _____

Electrical Needs? Please check one: **Yes**____ **No**____

Wall Space Needed? Please check one: **Yes**____ **No**____

St. Nicholas OPA! Fest **VENDOR AGREEMENT 2018**

Fee for Vendor Area please check one:

Lobby	4- 8 foot tables	\$550.00	\$ _____
Lobby	1- 8 foot table)	\$450.00	\$ _____
Main Hall	4- 8 foot (SET UP IN A BOX SHAPE)	\$350.00	\$ _____
Main Hall	4- 8 foot tables 12x18	\$450.00	\$ _____
Main Hall	4-8 foot tables 12x32	\$675.00	\$ _____

TOTAL \$ _____

Complementary Pop, Water and Coffee will be offered each day.

Applications will not be processed without total vendor fee paid in full

Make Checks Payable To: St. Nicholas Greek Church Opa! Fest

Mail To: St. Nicholas Greek Orthodox Church
760 W. Wattles Road
Troy, Michigan 48098

Inquiries to Helen Hilton (opadiva@aol.com) or the church office 248-362-9575 (stnicholastroyoffice@comcast.net)

I understand and will comply with the terms of Vendor Agreement and Vendor Application

Vendor signature _____ Date _____

