



Danny Glover, Honorary Chairperson
Hattie Winston, Co-Chairperson

2012 VENDOR AGREEMENT

This agreement is entered into the _____ day of _____ 2012.

Pursuant to all the terms and conditions herein set forth, the **Los Angeles Women's Theatre Festival (Organization)** agrees to engage the services of _____ (**Vendor**), and **Organization** agrees to accept such vendorship with respect to the Eighteenth Annual Los Angeles Women's Theatre Festival to be held vendor days, **March 23-25, 2012 located at The Electric Lodge at 1416 Electric Lodge, Venice, CA 90291.**

The booth space for this Vendor shall be rendered on _____, 2012.
(please indicate exact program times from below.)

1. The **Vendor** agrees to compensate the **Organization** as follows:

COMPENSATION: (\$200 for all five programs or \$50.00 per program)

- ___ 3/23/12 @ 8pm
- ___ 3/24/12 @ 3pm & 8pm
- ___ 3/25/12 @ 3pm & 7pm
- ___ ALL

FEE SCHEDULE: Fee to be paid in full at the time this contract is completed.

2. The **Vendor** will provide a table no large than 6 feet long, and will be responsible for bringing, setting up and tearing down their own booth. **Additional tables must be approved.** Based on location, electricity may be provided by the **Organization** as long as the **Vendor** brings his or her own extension cord. **Need for electricity must be made known at the time of this agreement.**
3. The **Vendor** will be required to arrive and set up at the event **no later than** one hour prior to the program(s) contracted.
4. The **Organization** cannot be responsible for materials if booths are left unattended and/or stored.
5. The **Organization** reserves the right to select vendors based on suitability.

6. Venue may require that booths be struck each day. If so, a secured storage space will be provided.
7. **Vendor** is responsible for staying the entire time of the program contracted.
8. **Vendor** is responsible for leaving the contracted area as found.
9. **No refunds will be granted.**

I have read and understand The Los Angeles Women's Theatre Festival **Vendor** requirements, and I agree to adhere to the policies of the **Organization**.

Vendor _____
Address _____
Telephone# _____
E-Mail Address _____

Authorized Company Representative's
Signature _____ Date _____

Upon verbal agreement of types of items to be sold and number of programs requested, please mail this contract and fee no later than March 1, 2012 to the address below. Vendors may visit the Electric Lodge in advance to request particular booth sites. Booth locations are assigned on a first come, first serve basis.

The Los Angeles Women's Festival welcomes and thanks you for involvement in this exciting annual event and wishes you every success!

**Los Angeles Women's Festival
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