



September 29, 2018  
11:00 am – 5:00 pm  
Quiet Waters Park  
Annapolis, MD

## Event Vendor Concession Application and Agreement

### VENDOR INFORMATION

Company or Organization:			
Company/Org. Address			
Contact name:			
Contact phone:			
Contact email:			
Description of product or service:	I am a: <input type="checkbox"/> Food vendor <input type="checkbox"/> Artisan <input type="checkbox"/> Food truck <input type="checkbox"/> Local product purveyor <input type="checkbox"/> Other _____		
<b>Vendor Fee:</b> <i>In the event your vending services are not approved, the check will be returned to you.</i>	The fees for a 10x10 vendor space are as follows: Craft/Artisan: \$250 Food truck/vendor is \$250 Please submit check, made payable to <b>Maryland Wineries Association</b> & copy of valid photo ID with this application.		Fee Received Y    N

**Please send this completed 2-page application with payment (made payable to Maryland Wineries Association) and scanned copy of valid photo ID to rpmart22@aacounty or to:**

Bill Martin  
Anne Arundel Recreation & Parks  
1 Harry S. Truman Pkwy  
Annapolis, MD 21401

Please be aware that there are space constraints at this event.

### **Vendor and Host agree to the following:**

1. Vendor shall provide a scanned copy of a valid photo ID & Health department permit (if applicable) 1 month prior to the event.
2. All vendors shall carry at minimum \$1 million in General Liability Insurance. Vendor shall provide a copy of their General Liability Certificate of Insurance (COI) 1 month prior to the event.
3. Vendor shall have access to the location agreed upon by the parties from 8:00 am on event day for the purpose of setting up Vendor's vending station, goods, and other things necessary and reasonable to vending at the location. Vendor agrees to be completely set up and ready to vend by 10:00 am and have any vehicle parked in designated vendor parking.





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4. Vendor shall occupy its assigned premises during the entirety of the Event, and shall leave only upon the Event's scheduled closing or other time designated by Host.
5. Vendor shall not vend any goods or services other than those described herein at and during the Event without the Host's written consent.
6. Vendor's vending station shall be clean and orderly; and shall comply with all applicable laws and regulations. Depending on event layout, Vendor may be required to provide its own tent.
7. Vendor shall be solely responsible for collection and payment of any Federal, State, or Local taxes, including sales, amusement, admissions or receipts taxes, which may be collectable or payable by reason of its activities under this agreement.
8. Vendor shall supply its own cash box, change and all other necessary physical equipment including, but not limited to, tent, wire, string, tape, signs, scissors, tacks, nails, chains, heavy duty extension cords, table, table covering, chairs, etc; the Host shall not supply any of the above.
9. Vendor shall supply its own electricity via battery pack or other device.
10. **Food Vendors shall be responsible for obtaining any applicable permits (ex. Health department permit) required for display, sample or sale of its products.**
11. Vendor shall display a sign naming itself, its wares, and prices. Vendor shall not otherwise advertise any goods, wares, etc. for sale or engage in the practice commonly known as "hawking". All stands, tables, etc. must be covered to the ground and all packing supplies, extra merchandise, etc. must not be visible to the public.
12. Vendor agrees to indemnify and hold harmless the Host, its officers, agents, and employees from any and all claims, causes of action and suits arising, occurring or resulting from any personal injury or damage to or loss of property of any nature caused by, arising out of or in anyway connected with the exercises of Vendor, its officers, agents, members and employees, of the privileges herein granted.
13. The privileges herein granted may not be assigned or sublet.
14. The Host or any of its agents or employees shall have access to the premises occupied by vendor at all times.
15. In case of any dispute, the decision of the Host shall be final, and binding on all parties, including any decision to terminate this agreement and to re-occupy the premises at any time.
16. In the event of breach of any of the conditions of this agreement, Vendor shall not be permitted to participate as a vendor in any future Host event.
17. All events are rain or shine. No refunds will be issued under any circumstance.

**This form will serve first as a Vendor application, and then as a Vendor/Host agreement once Host has signed below.**

\_\_\_\_\_  
**Vendor Signature**

\_\_\_\_\_  
**Date**

**FOR USE BY HOST ONLY**

- ☐ APPROVED  
☐ NOT APPROVED

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

