



VENDOR CONTRACT
FMCA Northwest Area Rally
Cowlitz County Event Center
Longview, Washington
June 22-25, 2017

Jerry Lehenbauer
Vendor Chairperson
14220 NE 62nd Street
Redmond, WA 98052
425-999-6503

Name _____

Representative Company _____ FMCA# _____

Address _____ City _____ St _____ Zip _____

Phone _____ Email _____ Fax _____

Rental Fees:

Mt. Saint Helens Room - Number of Indoor Booths: _____ @ \$250 each \$ _____

This price is for a 10 x 10 booth with limited 15 Amp electricity, table and chair.

Outside Booths – Number of Booths: _____ @ \$150 each \$ _____

This price is for a 20 x 20 outside display location for products best displayed outdoors.

These sites usually have no services.

Total - \$ _____

One "Live in RV" dry camping space is provided with each booth. Yes ___ No ___

Make checks payable to: [Northwest Motorhome Association](#) and mail to Jerry Lehenbauer at the address on the top of this application contract.

List all products. Include brand names of major products. Vendors may be required to remove products not listed. _____

See the [booth layout map](#) for booth numbers.

Please indicate which booth(s) you would like to rent: _____

Please describe how you want multiple booths arranged and we will try to accommodate your request .

[Booth assignments are made on first come first served basis with the receipt of a signed and paid contract](#)

Vendor set up times: See next page – #10 & #11 under Rules and Regulations.

Vendor agrees to abide by the rules and regulations as stated on the next page.

Signature: _____ Date: _____

2013 FMCA NORTHWEST AREA RALLY

Cowlitz County Event Center

Longview, Washington

June 22-25, 2017

Vendor Rules and Regulations

1. **SCOPE OF CONTRACT** - This contract is made subject to the following rules and regulations which are a part hereof.
2. **BOOTH ASSIGNMENT** – The Booth space as stipulated in this contract is to be used during the FMCA Northwest Area Rally at the Longview, Washington Rally solely for the Vendor named in the Contract.
3. **REASSIGNMENT OF BOOTH** – No Vendor, shall assign, subject or apportion the whole or any part of the booth allotted herein without the written consent of the Vendor Chairperson.
4. **USE OF BOOTH** – Vendor Booth is to be used solely for the display of product, service or merchandise. No Vendor, other firm, corporation or individual shall advertise or distribute literature concerning the product of any other firm, corporation or individual except as specified in its booth contract. No Vendor shall sell or advertise anywhere on the rally ground except at the designated booth at all times.
5. **RESTRICTIONS** – The Vendor covenants to indemnify and to hold harmless Family Motor Coach Association Northwest Area, Rally Executives or Sponsors from and against any and all claims, demands, cause of action, suites or judgments for death of or in connection with the use and occupancy of the display area by the Vendor. It is further expressly agreed and understood that the Rally, its Sponsors, its Rally Master and Vendor Chairpersons, and other Volunteers shall not be held responsible for any loss or damage or injury to, properties belonging to the Vendor, his agents, contractors and employees while the said property is in the Vendor area or at any other time or place.
6. **PAYMENT FOR BOOTH** – Payment in full is required before any Vendor can setup their display. All moneys need to be in the hands of the Vendor Chairperson postmarked before May 26, 2017.
7. **INSURANCE** – Each Vendor must carry his own "All Risk Insurance" on his property and must be covered by a Comprehensive General Liability Insurance Policy providing limits of at least \$1,000,000.00 combined bodily injury and property damage per each occurrence. Neither the Vendor facility nor the FMCA Northwest Area, nor any of its service contractors or its rally Vendor Chairperson will be held responsible for loss or damage to any Vendor property while in transit to or from the building or while in the Rally site.
 - **Vendors must carry their own insurance through their own sources and at their own expense and must show proof thereof prior to setup.**
 - **Insurance certificates must be submitted by June 9, 2017 or remittances will be refunded and reservation cancelled.**
8. **SAFETY** – Vendors are required to comply with all safety and health requirements. (Federal, State & local regulations, ordinances and codes such as OSHA & DOT fire and safety requirements.) Safety inspections may occur.
9. **SECURITY** – Volunteer Security is provided by FMCA Northwest Area during setup and dismantling of booths. The building is securely locked after Vendor hours. Every reasonable precaution is taken to protect your property. The Vendor however has the final responsibility.
10. **MOVE IN – MOVE OUT** – *Set up time is 10 am to 4 pm
Tuesday, June 20 and Wednesday, June 21
Exhibitor take down is 2 pm to 7 pm on Saturday, June 24*
11. **VENDOR HOURS** - The Indoor Vendor area will be open to FMCA Members and the general public on:

| | |
|--------------------------|----------------------|
| <i>Thursday, June 22</i> | <i>10 am to 4 pm</i> |
| <i>Friday, June 23</i> | <i>9 am to 4 pm</i> |
| <i>Saturday, June 24</i> | <i>9 am to 2 pm</i> |
12. **CANCELLATIONS** – Refunds will be considered if they are submitted in writing before June 1, 2017.