

# Livin' Out Loud

## 2021 Non-Profit Vendor Rules & Regulations

### **Deadline**

The deadline to submit Non-Profit Vendor applications to Livin' Out Loud (LOL) will be August 1, 2021. Space is limited and there is no guarantee that space will be available after the deadline submission date. In the event an application is received prior to the deadline and payment is made in full, that will not constitute LOL's acceptance of the application. Acceptance of any applications submitted to LOL will be made as stated herein.

### **Acceptance**

Non-Profit Vendor understand that acceptance of applications are within the sole discretion of LOL. Further, in the event LOL accepts the application, the Non-Profit Vendor shall be bound by the terms stated herein. In the event applications are not accepted by LOL, Non-Profit Vendors will not be bound by the terms stated herein. Acceptance of applications will be made via email by LOL on or before fifteen (15) days prior to the first day of the event. LOL reserves the right to refuse any Non-Profit Vendor's application including applications that do not meet the standards set for the event.

### **Site Fee**

Non-Profit Vendors selling food and beverages hereby agree to pay 10% of Gross Sales to LOL. The 10% shall be reconciled and paid at the close of the event Saturday night. Non-Profit Vendors further agree that all settlements on gross sales shall be paid by check or cash before checking out with LOL personnel.

### **Requirements**

Only food items will be permitted to be sold in order to maintain a Non-Profit Vendor status. Non-Profit Vendors may NOT sell raffle tickets, merchandise or take donations. Any product given away for free must be approved by LOL prior to the event. Booths must be attended by an Vendor representative during all hours of operation.

### **Set Up**

Non-Profit Vendor booths are assigned upon application approval and all Vendors MUST check in with Teresa or Connie upon arrival at the venue to set up their space. Vendor sites will be located in a pre-determined area designated by LOL. Set up time for Non-Profit Vendors shall be Friday, August 20 from 4:00 p.m. to 8:00 p.m. and Saturday, August 21 from 7:00 a.m. to 4:00 p.m. Vendors are required to bring their own structures, furniture, electrical source (generators) and lighting for all vendor operations. Vendor site will have vehicle accessibility on the roadway only for load in and load out. Driving on the grass is **strictly** prohibited. After load in, vehicle must be moved. No parking or driving on grass will be allowed at vendor sites or in Fire Lane. LOL accepts no responsibility for vehicles/trailers/tents/merchandise left on park premises after 8:00 p.m. Friday until 7:00 a.m. Saturday.

Vendors must keep their area clear of empty boxes and trash and have adequate garbage containers. Storage work areas behind booths must be kept orderly.

All buildings, tents, signs or enclosures put up under the terms of this agreement must have the approval of LOL. Any tent stakes must have safety coverings on them. NO loud speaker, amplifier, radio or other sound device can be used at the Vendor's site without consent of LOL.

### **Site Hours**

Friday, August 20, 2021 4:00 p.m. to 8:00 p.m. and Saturday, August 21, 2021 7:00 a.m. to 11:00 p.m. All Vendor booths must be open and staffed during the hours of 5:00 p.m. and 11:00 p.m. unless otherwise approved by LOL. These are the minimum hours of operation during the event. LOL concert will begin at 4:45 p.m. on Saturday.

**Vendor agrees to not take down or remove exhibits during the event, unless otherwise approved by LOL.**

### **LOL Discretion**

Vendor acknowledges its understanding that LOL comes together with the Christian community of Gothenburg and surrounding areas to put on a free concert. As a Christian non-profit, LOL reserves the right to make selections of Vendors and their products consistent with LOL's mission and objectives. LOL also reserves the right to ask for the removal of any product that is not consistent with said mission and objectives. LOL also reserves the right to close any Vendor site for any safety, product or service quality issues. LOL reserves the right to grant to any Vendor the exclusive rights to distribute and/or sell any product during the event.

Vendors agree that any representative of LOL that oversees the Vendor spaces shall have free access to said premises at all times.

### **Vendor Risk**

Vendors hereby agree that all personal property, supplies, equipment, product and merchandise in or around the Vendor area shall be on site at its own sole risk and hazard. Vendors hereby agree to indemnify and hold LOL harmless from any and all claims, cause of action, suits or demands for liability, damage, loss, expense arising from any injury to persons or property which may occur in relation or connection to Vendors, their agents, representatives, employees, guests or customers activities, acts, actions, failures or omissions in relation to the event at any time before, during or after the same. Vendors acknowledge that LOL has informed them that the sites are not secure facilities and that LOL does not guarantee the security or safety of Vendor's property, assets or sales receipts, and Vendors hereby agree to accept full responsibility for the same.

### **Check Out**

Vendors MUST check out with an LOL representative prior to tearing down and leaving the event grounds. Tithing of gross sales will take place at this time. An additional fee may be charged if the site is not clean prior to check out. **All product and furnishings must be removed from the event grounds by 1:00 a.m. Sunday morning unless prior approval from LOL is obtained.**

**Tear Down**

Vendors may begin tearing down their booths Saturday, August 21 at 11:00 p.m. However, **no vehicles will be allowed on event grounds until ½ hour after the concert has completed.**

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Vendor Name

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Vendor Signature

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Printed Name