



**Retail Vendor Contract**  
**Catholic Family & Child Service**  
**5301 Tieton Drive (Next to Holy Family)**  
**(June 17 and 18, 2011)**

**Vendor Name:** \_\_\_\_\_

**Vendor's License Number:** \_\_\_\_\_ **State of Issuance:** \_\_\_\_\_

The State of Washington requires vendors have a valid business license. Temporary licenses are available, at no cost, for vendors who participate in two or fewer shows per year. Information may be obtained by contacting the State of Washington Department of Revenue at (509) 327-0200. To participate in the Festival of Flowers, you must provide your license information.

**Contact Person:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Description of Items to be Sold:** \_\_\_\_\_

**Space Fee & Dimensions:** Booth sizes are approximately 10'W x 12'D  
 \$100 with your own canopy or open air (\$125 after 4/8/11)  
 \$150 under our canopy (\$200 after 4/8/11) Space is VERY limited.

**\*IF YOU WANT 2 SPACES, RESERVE THEM NOW..... No guarantees you will receive an extra space or the space you had last year if your contract is late. All contracts received 1<sup>st</sup> will be considered 1st.** In addition to your booth fee, we are requesting **one donated item or gift certificate** from each vendor to be part of The Garden Gala Silent /Live Auction held Friday evening.

**The item or gift certificate must be provided with your Signed Contract. Contracts will not be valid without donated item.**

**Contract & Fee Deadline:** March 31, 2011 for early registration or May 15, 2011 for standard registration. Make check or money order payable to Catholic Family & Child Service. Mail your contract and payment by the deadline above to:

Catholic Family & Child Service  
 Attention: Festival of Flowers  
 5301 Tieton Drive, Suite C  
 Yakima, Washington 98908

If you are sharing a space with others, you assume all liability for them. We must receive your payment and vendor contract by April 8, 2011 for early registration and May 15, 2011 for standard registration. Space reservations are not final until receipt of payment and signed contract. Please keep a copy of the vendor contract for your reference.

**Cancellation:** Your space fee is non-refundable. The Festival will still be held rain or shine.

**Location:** Catholic Family & Child Service, 5301 Tieton Drive -" **An Outdoor Flower, Antique And Garden Show**"

**Show Hours:** **Friday - June 17, 2011, 12 – 4:30 p.m.** **Show hours Saturday - June 18, 2011, 9 - 4 p.m.**

**Vendor Requirements:** CFCS asks that your items be in the “**Flower, Garden and Antique Theme**”. We strive to choose vendors who display and create booths complimenting the Gardens in the middle of the Grounds. ALL vendors must wear a wristband at ALL times. (Wristbands will be received at set-up.)

**\* All vendors are required to donate an item/gift certificate at the time the signed contract is returned. This ensures our Gala is organized in a timely matter. If you have questions or need the item picked up, please contact me at 965-7100. \***

**Vendor Set-Up: 1:00 p.m. – 7:00 p.m., Thursday, June 16 and 6:30 a.m. – 11:30 a.m. Friday, June 17.** You need to provide your own tables and other materials to display your items.

You will be directed to your space and shown where your items can be unloaded upon arrival. When loading and unloading, drive only in designated areas. You are responsible for any damage. Once the goods are unloaded, please move your vehicle to the Holy Family parking lot. (**Please do not park on the grass**). **White tents or canopies** only; no blue tarps allowed. No pets allowed and no smoking allowed on the premises. Each vendor is responsible for collecting their own monies. Please do not start packing up your space until 4 p.m. Saturday. Please clean your area, including removal of all garbage, before you leave. Vendors must have all contents of their space(s) removed and cleaned by 7 pm on Saturday. In the event of soaking rain prior to or during the event, alternate arrangements may be made to get all equipment and goods on or off the property to reduce the damage to the grounds. The Event Coordinator will communicate any alternate plans.

**Limited Liability and Acceptance of Terms:** By signing this Vendor Contract, the vendor agrees to defend, indemnify, and hold harmless Catholic Charities: DBA Catholic Family & Child Service, the Corporation of the Catholic Bishop of the Diocese of Yakima, and Holy Family Parish, along with all of their directors, officers, shareholders, employees, and/or agents from any and all claims, damages and liabilities of every kind and nature whatsoever, that may be claimed or proved as a result of the activities of vendor, its employees, and/or anyone acting on vendor's behalf. We will not be responsible for any injury, loss, theft or damage to property or person, resulting in any manner from your participation in the Festival of Flowers. Furthermore, by signing this Vendor Contract, you hereby accept all of the terms and conditions contained herein.

**Signature & Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

- REMEMBER TO RETURN:**
- 1) Signed FOF Contract
  - 2) Booth fee
  - 3) Donation Form
  - 4) Garden Gala Auction Item or Gift Certificate

For questions please contact Lisa Souers, Vendor Chair at 307-6094 / 965-7100, ext 1070.

**We appreciate your participation in the Festival of Flowers hosted by:**

**Catholic Family & Child Service**  
5301 Tieton Drive, Yakima, WA 98908  
(509) 965-7100

*Catholic Family & Child Service hosts Festival of Flowers to raise funds for programs that bring hope and help to families in our community. You don't have to be Catholic to receive our services or to help us help others. All proceeds from the Festival will benefit the programs at Catholic Family & Child Service.*



**Donation from Retail & Garden Vendors for *Garden Gala Silent/Live Auction***

**Business/Vendor Name:** \_\_\_\_\_

**Value:** \$ \_\_\_\_\_

**Donated auction item or gift certificate description:** \_\_\_\_\_

\_\_\_\_\_

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

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

Proceeds this year directly benefit Catholic Family & Child Service programs. Your donation is greatly appreciated. A receipt for your booth fee and donated item will be provided at the time of Set-Up.

**PLEASE RETURN WITH your ITEM/ GIFT CERTIFICATE and Signed CONTRACT**



## **Don't forget to return:**

- 1) Signed Festival of Flowers contract
- 2) Booth fee
- 3) Donation Form
- 4) Garden Gala Auction Item or Gift Certificate