

Thwing Center Vendor's Agreement

Name of Vendor: _____

Name of Company: _____

Address: _____

Phone: _ (____) _____ Fax: _ (____) _____

Email: _____ Website: http://_____

On this date(s) _____, the above listed vendor may utilize the Thwing Center Atrium to sell the following articles: (brief description will help in advertising)

The aforementioned vendor agrees to abide by all of the rules and regulations of Case Western Reserve University (herein referred to as Case) and of Thwing Center. Vendor agrees to be solely responsible for loss or damage to sale articles and any vendor property and to hold Case harmless from any liability, which may result from vendor's negligence or willful misconduct.

The aforementioned vendor shall remit payment in full with this agreement. **Cancellation** may be made in writing, via email, or by contacting Terri Geiger at (216) 368-2660. The vendor may cancel a reservation 4 business days prior to the date(s) specified above with a full refund. If vendor fails to cancel reservation in the stated manner, payment is forfeited.

Vendor's Signature: _____ Date: _____

Please put a check next to the number of tables and days requested.

		One table	Two tables		Three tables
One Day	<input type="checkbox"/>	\$50.00	\$75.00	<input type="checkbox"/>	\$100.00
Two Days	<input type="checkbox"/>	\$100.00	\$150.00	<input type="checkbox"/>	\$200.00
One Week (5 consecutive business days)	<input type="checkbox"/>	\$150.00	\$200.00	<input type="checkbox"/>	\$300.00

Check payable to: Case Western Reserve University
Mail to: Terri Geiger
Thwing Administration
 11111 Euclid Avenue
 Cleveland, Ohio 44106-7101