

YOU'RE INVITED



SUNDAY, DECEMBER 12TH ♦ 11:00AM TO 8:00PM

VENDOR APPLICATION INFORMATION

Thank you for your interest in becoming a vendor at Holidays in the Village, a European Holiday Marketplace. We are now accepting vendor applications.

Our European holiday market will focus on gift items, traditional European food and beverage.

Please complete the form below to apply to be a vendor at our 2021 Holidays in the Village marketplace. We will notify you within the next 7-10 business days if your application has been accepted. Space is limited for Holidays in the Village. We carefully consider each application to ensure we do not over-saturate specific categories.

♦ Payment:

Once you have been accepted as a vendor, our non-refundable fee is due in full within 48 hours. A confirmation email will be sent upon receipt of payment. Vendors will be provided with specific event and load in and load out instructions two weeks prior to the event. Applicants MUST provide all information requested, including social media hyperlinks and web addresses. We need to be able to see your goods and access your online presence with ease. This will also assist us in promoting your business.

Vendor Information and Requirements:

Tent Requirements and Pricing

- * Artisan/Retail Vendors: \$275
- * Food Concession Vendors: \$375

* Vendors must supply a WHITE 10 x 10 tent that is in good condition, plus inside lights (since the event runs until 8pm) and a 50 foot extension cord. You may also rent this equipment from The Rotary Club for an additional fee.

* To enhance the European market experience, the Rotary Club will provide each vendor booth with a decorative facade, which must be attached to the front of the vendor booth. Each facade is pre-constructed to align with a white 10 x 10 tent and instructions will be provided. All facades and affiliated decor & labor costs are absorbed by the Rotary Club of Westlake Village. All facades will remain property of the Rotary Club of Westlake Village.

* Vendor is responsible for and must show proof of all current applicable licenses and permits, including a valid sellers permit.

* Insurance: Vendor must obtain and provide proof of General Liability insurance with the following limits, naming Rotary Club of Westlake Village as Additional Insured on the Certificate of Insurance

- o 1M Per Occurrence
- o 2M Per Aggregate

* We reserve the right to terminate this agreement at any time and for any reason.

* Vendor assumes the risk of rain, wind, lightning and other weather on the day of the event and expressly disclaims any obligation or representation related to the number of persons attending the event or the revenue to be derived therefrom.

