

# Depot Day Celebration Agreement for Rental of Space September 23, 2023

Business Name/Organization: ____ Nonprofit (Y/N)	
Contact Person & Title:	
Address:	
City/State/Zip:	
Phone Number:	Cell/Mobile (must be able to receive text messages):
Email Address:	
Description of Booth:	

This AGREEMENT is made between the Flora Community Club, Inc. (FCC), and the party listed above (Vendor) for the use of outdoor space during Depot Day (as may affect the setup and cleanup of the premises).

WHEREAS, the Vendor has a business or activity that would benefit by marketing, or sale of products, or distribution of information during the Depot Day;

THEREFORE, the Parties enter into an Agreement for Rental of Space, as follows:

1. Identification of Space Leased. FCC leases to Business/Organization space #(to be assigned) In the Depot Vendor area.

2. Lease Term. The lease term is a period of approximately one (1) day as set forth in the title, above.

3. Lease Rate. Business/Organization agrees to pay for the Rental of Space as follows.

a. \_\_\_\_ Spaces in the Depot Vendor Area size 10 feet by 10 feet at the rate of Thirty (\$30.00) per space, **weighted pop-up tent or trailer required.** An additional fee of \$10 (Ten) for electrical (110 or 220) Total due \$\_\_\_\_.

\_\_\_\_ Tent \_\_\_\_ Trailer *(Please mark one)* **Electrical** \_\_\_\_ 110 \_\_\_\_ 220

4. Payment Tendered. Payment in full is required upon execution of this Agreement and required to secure space. Your space is not confirmed until payment is received in full.

5. Setup - Tear Down. Vendor Space must be set up and available to the public no later than 2:45 p.m. on Saturday, September 23, 2023, and taken down no sooner than 8:00 p.m. on Saturday, September 23, 2023. Each booth is responsible for providing any extension cords, power strips, ladders, hangers, or anything else that is needed for setting up their booth.

6. Clean Up After. Business/Organization agrees to remove all property and clean up all trash created by Business/Organization or Business/Organization's activities. The Leased Space in the Depot Vendor Area must be cleaned and cleared of all property, trash and debris no later than

7. Indemnification of Town of Flora and Flora Community Club. By signature on this Agreement, Vendor agrees to indemnify and hold harmless the Flora Community Club and the Town of Flora from any liability for any personal injury or property damage to vendor or third party which may occur from and during the rental and occupancy of the space. **Business and nonprofit vendors must be able to provide a Certificate of Insurance upon request.**
8. No Responsibility for Lost, Stolen, or Damaged Property. Vendor acknowledges that the Town of Flora and the Flora Community Club are not responsible for any lost, stolen or damaged property. Security of Vendor's personal property is the sole responsibility of Vendor.

**Agreed to by the Parties, by their signature below, on the date written below.**

Date:

Flora Community Club	Vendor
<hr/>	<hr/>
(Signature)	By: Signature
<b>Contact for Questions:</b>	Printed Name/ Title
Marcy Robledo, Executive Director	
<b>Email:</b> marcy@floracommunityclub.org	<u>Make checks payable to:</u>
	<b>Flora Community Club</b>
<b>Drop off contract</b>	PayPal Link:
Marcy Robledo at Town Hall at 4 E Main St	<b>paypal.me/FloraCommunityClub</b>
<b>Mail Contract:</b>	
PO Box 195, Flora, IN 46929	