

The Link 757
PRESENTS
THE
2020 VIRGINIA NATURAL HAIR
EXPO
VENDOR AGREEMENT

We hope you save the date and attend our sold out event on Saturday, April 18, 2020, in Virginia Beach, VA. The Virginia Natural Hair Expo is an annual one day event. The purpose of the event is to educate those in the natural community on the importance of proper care of their natural tresses. The event will also feature Nail & Body care, hair care classes and live tutorials, as well as Barber Battles, salon competitions, and more! The Virginia Natural Hair Expo was designed to share information, techniques, inspiration and products to aid individuals in their natural hair journey. This is also an event where you can network and meet those with like interest! We are expecting over 300+ patrons from All walks of life, who share a common interest in Healthy Living.

We are giving vendors an opportunity to showcase their product/service. The cost to participate as a vendor is \$65.00 for early birds and \$80 regularly. This includes 1 table and 1 chair. We invite you to take advantage of this unique opportunity to grow your business by completing the attached vendor agreement.

Sincerely,

Shawnta Brown (CEO, Link, The)

TheLink757@gmail.com

VaNaturalHairExpo.com

Independent Vendor/Exhibitor Indemnity Clause

Exhibitor agrees to indemnify, defend and hold harmless The Link 757, its owners, members, officers, employees, agents, and representatives (collectively, the "Indemnified Parties") from and against any and all claims, liability, damages, costs and expenses (including attorneys' fees) (collectively, "Claims") for injuries or death to persons, or damage to property, occasioned by, relating to, or arising out of any intentional or negligent acts or omissions by Exhibitor, its agents, employees, contractors, volunteers or representatives, or claims or costs arising out of, occasioned by, or relating to the enforcement of this paragraph, including attorney's fees. Exhibitor shall insure its own personal property during the event and hereby waives any and all Claims against the Indemnified Parties for any loss or damage to any personal property of Exhibitor for any reason, which waiver shall also constitute a waiver of subrogation binding upon Exhibitor's Insurers.

1. EXHIBITORS MUST ARRIVE NO LATER THAN 11:45AM AND BE SET UP BY 12:45PM.
2. EXHIBITORS MUST HAVE COMPLETELY VACATED THE PREMISES BY 5:30PM. Event hours are Sunday 1pm – 5pm. Exhibitors are expected to be open for business during all Festival Operating Hours (Unless prior notice has been given). Breakdown will not be permitted before 4:45pm. Anyone arriving late, leaving before closing or breaking down during Festival show hours without permission from the show chair may be denied entrance to future Festivals, and may be denied setup if arriving late.
3. EXHIBITS MUST BE STAFFED AT ALL TIMES DURING THE EVENT HOURS.
4. EXHIBITORS WILL BE ALLOWED A MAX. OF TWO (2) REPS. EXHIBITOR WILL BE PROVIDED ONE (1) RECTANGLE TABLE AND ONE (1) CHAIR. EXHIBITOR MAY BRING ADDITIONAL ITEMS AS A PART OF THEIR DISPLAY. (Please have additions approved before event)
5. DISPLAYS AT THE FRONT OF THE STALL MUST NOT INTERFERE WITH THE VISIBILITY OF ADJOINING EXHIBITORS. DISPLAYS MAY NOT EXTEND BEYOND THE CONFINES OF EXHIBIT SPACE.
6. EXHIBITORS MAY PLACE BROCHURES & OTHER PROMOTIONAL LITERATURE ONLY IN THEIR SPACE AND NOT IN ANY OTHER PART OF THE FACILITY.
7. EXHIBITORS MUST REMOVE ALL OF THEIR BOXES AND PAPER FROM EXHIBIT AREA AT THE CLOSE OF DAY.
8. EXHIBITORS MUST ABIDE WITH HEALTH AND SAFETY REGULATIONS WHILE ON PREMISES. ALL ENTRANCES, EXITS AND PATHS MUST BE KEPT CLEAR AND FREE OF OBSTRUCTIONS
9. ALL MATERIALS USED IN THE EXHIBIT AREA MUST BE IN COMPLIANCE WITH LOCAL FIRE ORDINANCES AND FIRE REGULATIONS OF EXHIBITION FACILITY.
11. ALL EXHIBITORS ARE ASKED TO DONATE ONE ITEM TO THE RAFFLE. TO BE TURNED IN THE DAY OF THE EVENT.
12. ELECTRICITY, PHONE AND WIFI CONNECTION HAVE A SEPARATE FEE AND MUST BE ARRANGED IN ADVANCE.
13. EVENT ORGANIZER HAS NO LIABILITY FOR LACK OF SALES, THE SAFETY OR SECURITY OF ANY LOSS, DAMAGE OR DESTRUCTION OF PROPERTY.
14. THERE WILL BE NO REFUNDS. Any requests for changes must be made at least two months prior to the Festival. No refunds will be given for exhibitor fees, unless request is made at least 30 days prior to the Festival AND space is resold. In all events, cancellations by Exhibitor are subject to a \$50

cancellation fee and there are no refunds granted for cancellations within 30 days of event. There will be no refunds due to inclement weather, as the event is rain or shine. No refunds granted for change of event date and no refunds for Exhibitors that do not show up and they are subject to not being invited back to future events.

DISPUTES:

Vendors are asked to settle minor disputes on a one on one basis outside of festival hours. Under no circumstances will open conflict on festival grounds before, during, or after event hours be tolerated. Conflict detracts from the festival's atmosphere, discourages attendance, and lowers sales for all vendors. Where needed, the Event Manager may facilitate a discussion and resolution. Any conflicts, disputes or questions should be brought to the Event Manager outside of event hours. The Event Manager's decision is the final decision.

MARKETING, ADVERTISMENT & PROMOTION:

Marketing and promotion of events are vital to our efforts to develop a well-managed and successful event.

- We utilizes social media updates to promote upcoming festivals and participating vendors. Vendors who give their consent on their Vendor Application may be included in these updates.
- Additional advertising/press coverage in traditional outlets (print, radio, TV etc.) will be pursued where appropriate.

BEST VENDOR PRACTICES: (Suggestions NOT Requirements)

- Vendors are encouraged (not required) to stand through the hours of festival operation. Standing has been shown to improve sales and generally creates an impression of engagement and interest. Vendors whose health limitations require them to sit, should consider using a stool so they are above table height and interacting with consumers at eye level.
- Attractive, colorful, well-labeled displays on tables intrigue the consumer and help drive sales. Displaying any items on the ground is discouraged as it presents a walking hazard and may be viewed by the public as unsanitary.
- Vendors and their festival staff should be well-versed in the products they are selling and provide positive customer service.
- Please do not incorporate any musical components in your set-up as it elevates noise levels and can detract from customer interactions. Musical entertainment will occur during the festival and contribute to the atmosphere of the venue.

FINAL RULES:

Be Polite AND Honest!

Keep your area clean! (Dispose of trash properly or take with you at end of day)

NO SMOKING! NO DRINKING! NO WEAPONS!

NO PETS! (Exceptions will be made for service animals, please give prior notice.)

ANYONE VIOLATING ANY POLICIES WILL BE GIVEN A WARNING AND THAN ASKED TO LEAVE IF PROBLEMS PERSIST.

By completing and signing the Vendor Agreement, I acknowledge that I have read and understand the terms and conditions listed above and agree to abide by them. I have also read and understand the indemnity clause above as well as the hold harmless agreement. My signature below signifies that I agree to everything in the pages prior to this "sign-up page".

2020 VIRGINIA NATURAL HAIR EXPO

Vendor Agreement/ Confirmation

VaNaturalHairExpo.com

Event Date: Saturday, April 18, 2020

Time: 1pm – 5pm

Vendor Arrival Time: 11:45AM

Title: 2020 VIRGINIA NATURAL HAIR EXPO

Admission: GA: \$25.00 Advance | \$30 AT THE DOOR | VIP: \$65.00 Advance | \$65 AT THE DOOR
\$10 for kids | 3 & under free

Vendor name:

Name of your company:

Phone number:

Email

What will you sell/advertise?

Item you are submitting to Raffle:

Value of Raffle Item: \$

Will you stay the entire event? Yes or No (circle one)

If not how long will you stay? From

 to

By completing and signing the Vendor Agreement, I acknowledge that I have read and understand the terms and conditions listed above and agree to abide by them.

Vendor Signature:

Date:

** Your non-refundable \$65.00/\$80.00 payment should be submitted ASAP to PayPal (friends & family to avoid fees.) or CashApp Email miss757va@gmail.com or \$TheLink757. please make note of your name, company, and event (THIS IS A FIRST COME, FIRST SERVED BASIS EVENT, PAYMENT SHOULD BE SUBMITTED ASAP TO SECURE SPOT AS FEE WILL GO UP CLOSER TO THE EVENT.)