



## CT Classic Competition Exhibitor's Agreement

1. All exhibits must be in place by the start of the event. Exhibits must be staffed no later than one 15 minutes before opening of the event to the public. Exhibits must be open and staffed during all event hours. All exhibit structures must be removed within one-hour after the close of the event.
2. Exhibitor agrees to confine all display and selling activity within the assigned booth space, refraining from placing signs and goods or other materials within or over public aisle space, vendor aisle space, or in other vendors' space.
3. Exhibitor agrees to abide by all applicable laws, ordinances, and regulations pertaining to health, fire prevention, public safety, business licenses, and sales tax permit.
4. Exhibitor agrees instead of paying a booth fee they will provide a commission on all sales in the amount of **15%** of the sales to the CSSC competition. Exhibitor will provide a sales receipt showing total sales for the day and the amount of commission to be provided to the organization.
5. **State Sales Taxes:** It is the responsibility of each vendor to remit all applicable CT state sales taxes for sales made at the event.
6. Exhibitor agrees to maintain the dignity and integrity of the event. The Hamden Figure Skating Association reserve the right to ask any exhibitor to leave the show if not acting in the best interest of the event, or who does not meet vendor requirements. Exhibitor confirms that all items to be sold meet CT state guidelines for public sale.
7. **Liability:** Each vendor exhibits at his/her own risk. Neither the Hamden Figure Skating Association or Wesleyan University is responsible for damages, theft, or loss of any kind.
8. Provide proof of liability insurance upon request
9. We request a deposit in the amount of **\$50.00** to hold your space. This amount will be netted against any commission we receive. However, should you choose to cancel your agreement you will forfeit this deposit. You can make your Check payable to CSSC - HFSA

**Vendor Rules and Expectations:**

- You are responsible for providing your own tables and chairs
- Your display must fit within the 8x8 area.
- You must set up and breakdown your own display area. We will have a limited number of volunteers on site to assist.
- If your booth generates garbage please bring a garbage can and garbage bags.

**Marketing:** We have put advertisements on a variety of websites. We ask that you please post information on your Facebook pages, send literature to your friends, etc. Any advertising you do will only add to the success of the event. Feel free to direct people to our website (<https://www.ctsynchroclassic.com/>) for information and registration

This agreement constitutes the entire contract between parties, and no charges shall be valid unless agreed to by both parties in writing.

Should you need to contact us please do so:

Shari Hough 203-592-2372

Email: Ctsynchroskatingclassic@gmail.com

**Be sure to read and sign below:** I hereby agree to indemnify and hold harmless the Hamden Figure Skating Association and Wesleyan University and its officers and employees from and against any and all liabilities for any injury which I may suffer arising out of or in any way connected with participation in the program noted above. In case of emergency, I may be treated by a qualified physician.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name \_\_\_\_\_

Mailing \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Home: \_\_\_\_\_ Work/Cell: \_\_\_\_\_

E-mail \_\_\_\_\_

Description of items to be sold (Please be specific as this will assist in the selection process to ensure we don't have too many of the same type of vendor):

\_\_\_\_\_  
\_\_\_\_\_

Give a description of your set-up. If you have a special set-up such as screens, wall panels, etc., this will help with placement to maximize exposure for all vendors. \*Note that entire display must fit within the space; aisle-ways must be kept clear at all times.

\_\_\_\_\_  
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Any special requests?

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