



**Fall Festival**  
**Saturday, November 3rd**  
**7 a.m. to 1 p.m.**  
**VENDOR AGREEMENT**

**FESTIVAL BOOTH RENTAL AGREEMENT**

1. One 10' X 10' table space with one 6' table is furnished. No clothes racks or other equipment may extend over your space. Please be courteous to your neighbors. A second table space may be rented if needed. Please do not use any type of tape on the tables. Remember this is a fundraiser event for Westminster Village.
2. Rental spaces are assigned on a "first come, first serve" basis. Some rental spaces have electricity available. Please request a space with electric if needed at the time of the rental agreement.
3. Rental space must be paid at time of reservation. Space rental fee is \$20.00 and can be paid by cash or check payable to Westminster Village.
4. Name or names of person(s) occupying the rental space will be placed on the table of the assigned rental space.
5. Vendors may set up on Friday evening prior to the event from 3 to 7 p.m. Sales will not begin until Saturday at 7 a.m.
6. **Vendor parking will be east of the Ramey Center 4404 Memorial Drive. Please leave the Ramey Center parking lot for customers.**
7. Vendors are asked to stay at their booths until 1:00 p.m. on Saturday.
8. **Vendors may not sell food or drinks in the Gym.**
9. By signing this document vendor acknowledges they have seen and approved the location of their table.

\_\_\_\_\_  
 Vendor Signature Date

Phone Number \_\_\_\_\_ What will booth sell? \_\_\_\_\_

**TABLE NUMBER:** \_\_\_\_\_ \$ \_\_\_\_\_ **Check #** \_\_\_\_\_ **Cash** \_\_\_\_\_  
 Want Need electricity? **Y or N**

Booth sizes are approximate 10X10 feet or larger.  
 Each booth may vary we ask booth renters to be respectful to booth operators next to them.  
 We have plenty of space for each booth to be comfortable. You may rent more booth areas if you desire. Electric outlets are on the wall for booths that need electricity.