

# Hancock County Parks & Recreation

Gas Valley Sports Complex

Vendor Agreement & Responsibilities

“Open-Air” Markets 2022

Saturdays in April (May), June, and October

**Date:**

April 9<sup>th</sup> or May 15<sup>th</sup>

June 4<sup>th</sup> or 11<sup>th</sup>

October 1<sup>st</sup> or 8<sup>th</sup>

**Time:** 12 p.m.- 5p.m.

**715 Gas Valley Road, New Cumberland, WV**

## VENDOR RESPONSIBILITIES AGREEMENT

### *Payments and Fees*

- ✓ Fee is for a 10x10 space
- ✓ Make check or money order out to Hancock County Parks & Recreation
- ✓ Return contract & payment: 689 Gas Valley Road, New Cumberland, WV, 26047
- ✓ Application and payment must be received
- ✓ All payments are NON-REFUNDABLE unless we are forced to cancel due to lingering COVID-19 orders or concerns.

## VENDOR COMMITMENTS

- ✓ Vendors may start setting up at 9 a.m. and no later than 11 a.m.
- ✓ Vendors will be responsible for bringing their own table, chairs, and tents/pop up
- ✓ Vendors are required to be at their tables throughout the event
- ✓ Vendors will practice current COVID-19 Guidelines, as well as set up booths/tables **8 feet apart** from the next vendor!

*Vendor Pricing*

✓ \$25 per month

April \_\_\_\_\_

All \_\_\_\_\_

June \_\_\_\_\_

October \_\_\_\_\_

**Non-Profits are FREE- please attach 501C3** \_\_\_\_\_

**Food Trucks- \$50 per month. As an event host, we want you to make money! We price out the space for our food vendors cheaply so that everyone benefits., especially the community guests that get to enjoy your wonderful food! In lieu of a high vendor fee, we kindly ask that you give a donation toward Parks & Recreation if you have done well at our event. It is not obligatory, but very much appreciated!**

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**Please return all pages with your payment with dates attending marked.**

Remit payment and completed contract to:

Hancock County Parks & Recreation

689 Gas Valley Road

New Cumberland, WV 26047

\*\*\* Makes checks or money orders to: **Hancock County Parks & Recreation**

Name \_\_\_\_\_

Company \_\_\_\_\_

Email \_\_\_\_\_

Facebook Page \_\_\_\_\_

Phone \_\_\_\_\_

\_\_\_\_\_ I understand and agree to the terms outlined in this agreement

Signature \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_ I will make a donation to the Chinese Raffle in \_\_\_\_\_

(Month)