



# COMMERCE COTTAGES

## VENDOR APPLICATION

### USEFUL TO KNOW

• **SUBMIT YOUR APPLICATION WITHOUT PAYMENT.**

If your application is approved, you will be notified and can make payment over the phone. If you need to pay by check please note below.

• **EMAIL COMPLETE APPLICATION TO:**

Events@newburyportchamber.org

• **APPLICANTS WILL BE NOTIFIED OF THEIR ACCEPTANCE 3-5 DAYS PRIOR TO THEIR BOOKED DATE.**

Vendors not accepted will be notified via email. We will try our best to review applications as soon as possible.

### VENDOR RATES

\$500.00 Monthly

The vendor rate for the month includes access to the Commerce Cottages seven days a week, within the time frame designated by the First Religious Society Unitarian Universalist.

### APPLICATION

|                      |       |                                      |  |
|----------------------|-------|--------------------------------------|--|
| Name                 |       | Business Name                        |  |
| Phone                | Email | Website or social channel (required) |  |
| Address              |       |                                      |  |
| Attention or care of |       | Email address                        |  |
| City                 | State | Zip/postal code                      | <input type="checkbox"/> Pay by Check <input type="checkbox"/> Pay by card<br>(Do NOT send payment until your application is approved) |

### PRODUCT DESCRIPTION

Signature

X

I agree that all the information above is accurate to my business and I agree to pay the vendor rates applicable to me above.

*For office use only*

**RULES & REGULATIONS:**

Vendor acknowledges receipt of the Greater Newburyport Chamber of Commerce & Industry (GNCCI) Information, Rules and Regulations. Vendor agrees to read and abide by the Rules and Regulations and any subsequent amendments to the Rules & Regulations posted via email. Failure to comply with the Rules and Regulations is a material breach of this Agreement and will result in the immediate revocation of any space in favor of another seller.

**COMPLIANCE WITH LAWS & HOLD HARMLESS:**

Vendor agrees to comply with all Federal, State, and Local laws, rules, regulations, and ordinances. Vendor agrees to conduct activities at the Commerce Cottages so as not to endanger any person or damage any property. The Vendor also agrees to forever indemnify, save, defend and hold the Greater Newburyport Chamber of Commerce, the City of Newburyport and it's departments— such as City of Newburyport Fire and Police Department, Health Dept. etc. In addition all affiliated agents, officials, representatives, beneficiaries, employees, interns, and volunteers harmless from and against any and all claims, damages, injuries, liabilities, losses, suits, costs and expenses (including attorney fees) for anything and everything whatsoever arising from or out of and/or any other event promoted by the Greater Newburyport Chamber of Commerce.

**SELLER CANCELLATIONS & NO SHOWS:**

Vendor cancellations must contact the following email: [events@newburyportchamber.org](mailto:events@newburyportchamber.org) or via call at 978-462-6680 48 hours before rental date. These cancellations will receive a CREDIT for an additional GNCCI shanty rental date of the seller's choice. **Cash/Credit Card refunds will not be given for any reason.** No shows will forfeit their opportunity to sell at future dates. Rain or Shine Event. No Rain Checks. Early breakdown is strictly prohibited and will result in being banned from future dates and events.

**PROTECTION OF PROPERTY & SHOW POLICY:**

GNCCI and it's associates assumes no responsibility or liability whatsoever to ensure the Vendors property from damage, theft, fire, malicious mischief, accident, wind, rain or other. First Religious Society Unitarian Universalist., Greater Newburyport Chamber of Commerce and Industry (GNCCI), City of Newburyport, employees, contractors, venue landlords/employees, volunteers, officials, etc are neither responsible nor liable for any damage, theft, fire, malicious mischief, accident, wind, rain, or other that may occur to or related to the Seller. IMPORTANT NOTE: IF YOUR RENTAL IS CANCELLED FOR ANY REASON (For example: Weather Related, Health/Safety Reasons, Pandemics, Natural Disasters, Town/State Restrictions, Personal Emergencies or any other) THERE ARE NO REFUNDS and CREDITS ONLY will be issued. CREDITS MUST BE USED WITHIN 1 YEAR. By signing this contract, you are agreeing to all of the above and understand our policies.

**SALES TAX:**

Reporting of a vendor's sales and obtaining TAX ID numbers is the sole responsibility of each vendor. GNCCI does not give advice on tax related questions.

**HOURS:**

Vendor hours are determined by the First Religious Society Unitarian Universalist and must be respected at all times. Failure to comply with the Rules and Regulations is a breach of this Agreement and will result in the immediate revocation of any space in favor of another seller.

**IMPORTANT BOOTH SETUP INFO**

Vendor space boundaries must be obeyed by. We allocate approx. 2 ft of extra space in front of each vendors booth. We follow all fire/emergency/ health codes. If these rules change, you will be notified.

**CARRY IN - CARRY OUT**

We have a strict Carry In–Carry Out Policy. All vendors MUST remove their own trash and unwanted items from the venue during breakdown. Items must be hauled away by the vendor. \$100 FINE for vendors not removing their trash/items. This fine fee must be paid within 10 days after the show.

**CONTRACT:**

Vendor exercises any rights under this agreement at the Vendor's own risk and voluntarily assumes all risks attendant to such use, including without, limitation, the risk of property damage and personal injury or death to the Vendor, to any of the Vendors officials, agents, representatives, employees, or volunteers.

NOTE: By signing page 1 of this application, Vendor agrees to all rules & terms of this contract indicated on pages 1-2.

Signature



Email your signed form to [events@newburyportchamber.org](mailto:events@newburyportchamber.org)

*For office use only*

