

Tacoma Highland Games Association



Exhibition Space Agreement

The following contract and its terms set forth an agreement between the Tacoma Highland Games Association (Provider) and _____ (Vendor) for exhibition space for an event taking place on _____. This written contract sets forth the full written intention of both parties and supersedes all other written and/or oral agreements between the parties.

Vendor / Clan / Society: _____

Contact Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Mobile:** _____ **WA State UBI:** _____

E-mail: _____ **Website:** _____

Company Name as it should appear in promotional material: _____

Special Accommodations (including ADA needs): _____

Please choose the type of business: Commercial Vendor ____ Food Vendor ____ Clan/Society ____

Food Vendor Only: Tent ____ Trailer/Vehicle ____ Trailer/Vehicle set-up length/width _____

Clans / Society Only: Participate in Opening Ceremonies? Yes ____ No ____

Provide a brief description of your sales merchandise or enclose a menu or pricing sheet:

Exhibition Space Reservation (see pricing sheet): You may reserve more than one space. All fees are paid in advance and are non-refundable.

Package Name(s) and Quantity: _____

Total Enclosed: _____

Arrival / Departure: Upon arrival, stop at the check-in tent for directions to your location. No one is allowed onto the exhibition field without a loading pass or ticket. Take down on Saturday will not be allowed prior to 5:00 PM or after closing ceremonies (whichever is later). There will be no exceptions on vehicle restrictions on the exhibition field. Please indicate your arrival option.

_____ Friday-Set-up between 12:00 pm and 5:00 pm. All vehicles must be off the field by 5:00 PM

_____ Saturday-Set-up between 6:00 am and 7:00 am. All vehicles must be off the field by 7:00 AM

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Exhibition Space Package Options

To reserve your space on the exhibition field, please return the completed contract with your choice of package(s) and full deposit.

Vendor Package Options		
Vendor - Standard 10x10 Space \$160	Vendor - Premium 10x20 Space \$200	Vendor - Elite 10x30 Space \$240
Clan / Society Package Options		
Clan - Standard 1 - 10x10 Space \$40	Clan - Premium 2 - 10x10 Space \$80	Clan - Elite 3 - 10x10 Space \$120
Power Add-on Package Options		
110 Volt Power Hook-up \$10 each	220 Volt Power Hook-up \$20 each	
Program Advertising Add-on Package Options (program to be distributed during the event)		
1/4 Page Program Advertisement Special Vendor Price - \$60		
1/2 Page Program Horizontal Advertisement Special Vendor Price - \$80	1/2 Page Program Vertical Advertisement Special Vendor Price - \$80	Full Page Program Advertisement Special Vendor Price - \$145

Terms and Conditions

1. All exhibition fees are paid in advance and are non-refundable.
2. Vendor agrees to abide by all the rules and regulations stipulated in Chapter 14.08 of the Park Code www.co.pierce.wa.us.
3. It is the vendor responsibility to ensure full compliance with Washington State, County and local Departments of Revenue, Health and COVID regulations. Vendors must have all appropriate permits and licenses. Locations are frequently inspected on the day of the games.
4. Clan / Society will not be allowed to hold raffles or sell merchandise.
5. Within 30 days of the games, vendors shall provide the Tacoma Highland Games Association with details of their gross receipts received during the event.
6. The Tacoma Highland Games Association provides space only and does not provide tents, tables, chairs or décor.
7. All vendors with the exception of clans must name the Tacoma Highland Games Association as an insured under the vendor's general liability insurance policy at a minimum amount of \$1M and provide proof of such insurability no later than May 31. If the Tacoma Highland Games Association does not receive such proof, the vendor will not be allowed on the exhibition field. No exceptions.
8. Vendors are responsible for providing any special needs to the Tacoma Highland Games Association by May 31 for consideration in vendor placement. Vendor placement on the exhibition field is at the sole discretion of the Tacoma Highland Games Association. Changing your assigned area after arrival is not permitted.
9. Vendor set-up is permitted between the hours of 12:00-5:00 PM Friday and 6:00-7:00 AM Saturday.
10. No vehicles, trailers, or motor homes will be permitted on the exhibition field during the events except food trucks and food preparation booths as required by the Pierce County Health Department. Vehicles must be removed from the exhibition field and parked in a designated parking area no later than 5:00 PM Friday and 7:00 AM Saturday.
11. For the safety of spectators, no vehicles will be allowed on the exhibition field before 5:00 PM Saturday or the end of Closing Ceremonies, whichever is later.
12. The Tacoma Highland Games Association and its organizers will not be held responsible for loss or damage. Vendors are responsible for securing their booths and products.
13. Vendors will receive (2) tickets per 10x10 rental space for the Saturday event. No one will be allowed into the Games area without a ticket. No exceptions. Additional tickets may be purchased in advance or at the gate. A ticket is required per person for admission to the Games.
14. Vendors must be opened Saturday from 8:00 AM until 5:00 PM or after Closing Ceremonies, whichever is later. Vendors arriving on Friday may open from 6:00 PM until 9:00 PM. We strongly encourage food vendors to open for patronage on Friday.
15. The Tacoma Highland Games Association will provide a complimentary acknowledgement of vendors in the event program.

I hereby, for myself, heirs, executors and administrator waive and release any and all rights and claims for damages I may have against the Tacoma Highland Games Association and/or Pierce County Parks & Recreation, their agents, representatives, successors and assignees for any and all damages, injuries, loss or thefts that may be suffered by me at or through the Tacoma Highland Games. Having read this disclaimer notice and the terms and conditions above, I state with my signature that I accept and agree to the terms described herein. I agree to release any photo images taken of me during my participation in the Tacoma Highland Games for the use in promotion for the Games.

Signature: _____

Signature: _____

Company / Title: _____

Company / Title: _____

Date: _____

Date: _____