



Which festival are you looking to vend in?
___ FreedomFest (July 2, 2022)
___ Night Market (July 3, 2022)
___ Both Festivals (July 2 & 3, 2022)

City of Morrow NONFOOD VENDOR APPLICATION

Application deadline for Vendors is **June 27, 2022**. City of Morrow's FreedomFest/ Night Market Festival is **Saturday, July 2 from 4PM – 9:30 PM and July 3 from 3PM – 10PM**, at The District, located at 1065 Olde Towne, Morrow Rd. Morrow, GA 30260 (across the street from Southlake Mall). Applicants must submit **1) payment, 2) Vendor Application, and 3) the signed Agreement Form**.

INSTRUCTIONS: Provide all information below **clearly and legibly** or your application will be returned.

Business Name: _____ Contact Person: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ Cell Phone: _____

Website: _____ E-mail Address: _____

I want to be a VENDOR

- Vendor Fee of **\$100 per day** for both FreedomFest and Night Market Festivals must be paid via credit/debit card. **Please see Credit Card Authorization Form.**
- The City of Morrow **WILL NOT** provide non-food vendors with a setup (tent, table, chairs, power)
- No discount will be given for providing your own equipment.
- Please check which booth applies to you:
 - ☐ Arts and Craft Vendors
 - ☐ Nonprofit (Name: _____)
 - ☐ Business booth (Name: _____)

Additional items – check next to it if needed

___ Extra table - \$5 each

___ Extra chairs - \$2 each

- Brief description of what you will be providing at the festival:

- If you wish to pay by debit/credit card, please fill out the Credit Card Authorization Form attached in the email.
- **All card transactions will include an additional 3% surcharge. Please see Credit Card Authorization Form for further information.**



BOOTH SPACE AGREEMENT

The City of Morrow, permits the vendor listed at the bottom of this agreement, hereinafter referred to as **VENDOR** to use the Rental Booth facilities for July 2 & 3, 2022, in accordance with the following agreement:

BEFORE THE FESTIVAL - Initial here _____ to indicate you have read and agree to the terms of this section

1. VENDOR agrees to observe and comply with all existing policies which in any manner affect or relate to the use of the booth space rental.
2. **The City of Morrow** reserves the right to evict anyone violating any rule. **VENDOR may not sub-let any portion of the booth space, without permission.**
3. No refunds will be given unless the event is canceled. Weather and attendance are not grounds for refunds, full or partial, unless weather causes cancellation of the event.
4. Approximately one week prior to the FreedomFest/ Night Market Festivals you will receive directives for the day's set up and break down procedures.

DURING THE FAIR - Initial here _____ to indicate you have read and agree to the terms of this section

6. **ALL vendors must supply their own SETUP (Tables, Tents, Chairs). Additional items have an additional cost.**
7. The Booth space must be accepted as assigned. VENDORS are **not permitted to remove and/or relocate** the rental booth from the assigned spot without prior approval of **the City of Morrow**. It is **the City of Morrow's** right to relocate the rental booth should it deem necessary.
8. The VENDOR **may not operate any music device**, such as music equipment, computer, stereo, DJ equipment without obtaining consent from City of Morrow. Operation of such devices without permission will be result in VENDOR to cease activity.
9. **The City of Morrow** reserves the right to deny sale or display of objectionable or offensive materials. **The City of Morrow** may inspect information being distributed or the products being offered for sale by VENDOR and restrict or deny distribution of any item **City of Morrow** considers inappropriate.

TRASH AND MAINTENANCE - Initial here _____ to indicate you have read and agree to the terms of this section

10. The VENDOR shall remove its property and **clean up all trash and waste material** in and around the Rental Booth Space by end of day. Site must be left in the condition in which you arrived.
11. VENDOR is solely responsible for all-losses, cost, damages and expenses of any kind whatsoever resulting from or incidental to the use of the rental booth space. **Any damage to City of Morrow's rental materials will result in invoice for equipment.**
12. VENDOR shall remove its property and **clean up all trash and waste material** in and around the rental booth space by end of day on the day of the event or be invoiced for cleaning. Site must be left in the same (or cleaner) condition in which vendor found it upon arrival.
13. VENDOR **may not vacate the event grounds without first checking out with City of Morrow staff.**

OVERALL RIGHTS & RESPONSIBILITIES - Initial here _____ to indicate you have read and agree to the terms of this section

14. This Agreement shall be subject to the applicable laws of Georgia. Any disputes shall be brought before the courts of Clayton County, GA.
15. VENDOR indemnifies and agrees to hold the City of Morrow, Clayton County and any associated agencies affiliated with the event and their members, officers and directors, and employees, harmless against any and all liability (including court costs and attorney's fees) whatsoever arising from any claim made against City of Morrow or loss incurred by VENDOR as a result of or in any way arising from, relating to, or connected with the obligations identified within this Vendor's Agreement including loss or liability caused by active negligence, except loss or liability caused by sole negligence or willful conduct. This hold harmless and indemnification obligation shall survive any termination of this rental agreement. You understand that at this event or related activities, you may be photographed, or video recorded, and you agree to allow photo, video, or film likeness to be used for any legitimate purpose by the event holders, producers, or organizers.
16. This agreement for Booth Space at the 2022 City of Morrow's FreedomFest/ Night Market Festivals indicates the VENDOR's willingness to abide by all accompanying terms and conditions and general regulations listed on this document as well as such additional rules and regulations as City of Morrow deems necessary for the success of the City of Morrow's event, provided these latter do not materially alter the Participant's contractual rights.

Signature

Date Completed