

## Vendor / Exhibitor Contract

The Anne Arundel County Family Child Care Association, Inc. hereafter referred to as AACFCCA, Inc. and \_\_\_\_\_ hereafter referred to as “vendor / exhibitor” agrees to the following:

1. Vendor / exhibitor must pay a non-refundable fee of \$20.00. (\$25.00 fee on all returned checks)
2. Vendor / exhibitor will be permitted into the building at 6:00 p.m. on the day of the meeting. AACFCCA, Inc. will supply one 6-foot rectangular table. Vendor/exhibitor needs to supply table covering – if desired.
3. Vendor / exhibitor are solely responsible for setting and cleaning up exhibition property and collecting fees for products or services offered.
4. The following times have been allocated for vendor/exhibitor: 6:00 p.m. set-up time to 7:00 p.m. and 9:00 p.m. – 9:30 p.m. Vendor / exhibitor must vacate the building by (9:50 p.m.
5. Neither AACFCCA, Inc. nor Woods Memorial Church shall be responsible for lost, left, damaged or stolen exhibition property, nor personal injuries.
6. Vendor / exhibitor contact and fee must be received prior to the meeting date. You will receive a call/e-mail to confirm. If the date is not available, your contract and fee will be returned. No show - --- no refund.
7. Vendor / exhibitor may offer brochures, coupons, catalogs, literature, door prizes and/or promotional giveaway items (i.e. pencils, pens, key chains, magnets, note pads, etc) to each member for advertisement purposes. If received in time your business and exhibition date will be advertised in our monthly newsletter.
8. If on the day of meeting inclement weather closes the public schools, the meeting will be cancelled, you will be given the next available date. No refunds, sorry.

Business Name \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Email \_\_\_\_\_  
Date of Meeting \_\_\_\_\_

Vendor / Exhibitor Signature \_\_\_\_\_ Date \_\_\_\_\_ AACFCCA, Inc. Representative Signature \_\_\_\_\_

Please indicate special needs here: \_\_\_\_\_

Other Vendor Representative include: \_\_\_\_\_

Please mail to: AACFCCA Vendor c/o Sandi Sharp 216 Kennedy Dr. Severna Park, MD 21146