

4th Annual Ella Bella Fashion Show

Friday, November 6, 2015 • Crowne Plaza Valley Forge Hotel



VENDOR DETAILS

Thanks for your interest in being a vendor for the 2015 Ella Bella Fashion Show. Please see details on being a vendor below.

VENDOR SET-UP/TIMELINE

- Vendor Setup begins at 4:30PM on November 6 at the Independence Ballroom at the Crowne Plaza Hotel, where you will be assigned your vendor table and be able to set up your merchandise.
- Vendors must be all set-up by 6:00PM. Each vendor sign up comes with one ticket. Each vendor can bring up to 2 additional people to help staff the booth during the cocktail, but they will not have access to food and/or drink. They can stand in the back to watch the Fashion Show but will not have an actual seat for dinner.
- Vendors can sell during the cocktail hour from 6:30PM-7:30PM as well as at the post-Fashion Show Dessert reception following the fashion show.

VENDOR TERMS & CONDITIONS

- Vendor agrees to donate one item/package to the 2015 Ella Bella auction/raffle
- Vendor understands that this contract is not valid until the full payment is received and a representative from Bringing Hope Home confirms a space.
- Tables, 2 chairs, and linens will be provided at no cost to vendors. If you would like a specific color linen, you must bring your own.
- Vendor is responsible of all damages to their rented space. This includes damages to rented tables, rented chairs, and drapes.
- The vendor setup is 11/6 from 4:30PM-6:00PM. Vendor acknowledges they must be set up by 6:00PM.
- Vendor is responsible for their belongings, products, items. Under no circumstances a booth/table can be left unattended. Bringing Hope Home & Ella Bella Fashion Show, its employees, volunteers, and sponsors will not be responsible for any lost/stolen items. If vendor needs to step out for any given reason, vendor agrees to contact a staff member to help attend the booth or table in his/her absent
- Electricity will be provided upon special request only. Vendor will need to bring extension cords. Extension cords must be secured and should not interfere with foot traffic.
- Vendors will not be permitted to bring the following item: Outside food or drinks, Music, Fireworks, Confetti, Candles, Smoke

TERMS & CONDITIONS ACCEPTANCE

I _____, representative of the company previously mentioned, have read this contract and accept all rules, term and conditions described above. Any violation to this contract or penalty is my responsibility. As a vendor I will comply with all State and City laws and tax regulations, relinquishing Bringing Hope Home and Ella Bella Fashion Show from all responsibility, monetary and non-monetary penalties caused by I or my Company.

THANKS!

Any questions please contact laurenrubenstein@bringinghopehome.org or call (484) 580-8395

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