



# Vendor Agreement

**Spirit Mountain Casino  
& Salem HOG Chapter 1997  
Presents  
“5th Annual Rally in the Valley”  
July 28, 2018**

This Vendor Agreement is made effective as of \_\_\_\_\_ between Salem HOG Chapter 1997 and \_\_\_\_\_.

Whereas, Salem HOG Chapter 1997 is the event coordinator and the renter of Space # \_\_\_\_\_ located at Spirit Mountain Casino, 27100 SW Salmon River Hwy, Grand Ronde, OR 97347. Salem HOG Chapter 1997 Poker Run will be conducted in conjunction with Spirit Mountain Casino 5<sup>th</sup> Annual Rally in the Valley event on July 28, 2018.

**AGREEMENT:**

Salem HOG Chapter 1997/Spirit Mountain Casino agrees to provide space # \_\_\_\_\_ as identified prior to the event to \_\_\_\_\_. Vendor is limited to space selected by Salem HOG Chapter 1997 and provided by Spirit Mountain Casino. Vendor is guaranteed a minimum of 2 parking spaces for their exhibit. \_\_\_\_\_ accepts the opportunity to participate as a vendor in the area assigned commencing on July 28, 2018 starting at 9:00 a.m.

Vendor hereby accepts the following list of conditions and limitations: Spirit Mountain Casino will provide, if needed, one 8 ft table and two chairs upon request (Please see below). **All vendors must provide their own pop-up sun tents. There is no shade. Also please make sure you have something to anchor your canopy down as it gets very windy in that area.**

**Required information: Will you need?**

- One table                                      Yes or No
- Two chairs                                      Yes or No
- Electricity                                      Yes or No                      If Yes – how many amps? \_\_\_\_\_

If you would like to make trinkets or business cards available to the guests, please contact Rally coordinator about the estimated amount you will need for the event.

The vendor agrees to donate \$25.00 in the form of gift cards, merchandise or a certificate to the Salem HOG Chapter Poker Run prize fund.

Vendor also agrees to pay an amount equal to 0% of gross daily receipts.

**PAYMENT:**

Vendors are provided and assigned a space in the vendor area for \$150 fee per space to be paid upon signing this agreement. Space locations will be assigned by Salem HOG Chapter 1997 and provided to \_\_\_\_\_ in advance of the Event. A refund of \$100 will be returned to each vendor after the end of the event (**on site before you leave the premises**) provided the vendor on this agreement shows for the entire event day and leaves the space clean/clear of the debris.

Please send check (made out to **Salem HOG Chapter 1997**) with vendor contract to the address below:

Salem HOG Chapter 1997  
C/O Salem Harley-Davidson  
3601 Silverton RD. NE Salem, OR 97305

**HOURS OF OPERATION:**

Vendor's area shall remain open from 9:00 a.m. to 5 p.m. on July 28, 2018 unless Spirit Mountain Casino notifies all vendors of other hours of operation at which time Salem HOG Chapter 1997 will notify the vendors. Please be set up with vehicles out of the vendor area and parked in designated parking by 8:45 am on July 28, 2018.

Vendors can set up their booth as early as Friday, July 27, 2018 beginning at 4:30 p.m. Vendor will let the Rally coordinator know in advance if vendor would like to set up Friday July 27, 2018. Rally Coordinator must sign off on early set up date or vendor will not be able to set up until Saturday, July 28, 2018. Vendor shall remove his/her booth contents from the vendor area no later than Sunday, July 29, 2018 by 10:00am. Rally coordinator will need to know in advance if the vendor is staying overnight until Sunday, July 29, 2018.

Vendor is allowed dried RV facilities on the grounds at no charge if vendor loads in on Friday evening July 27, 2018 and or stays to load out Sunday morning July 29, 2018.

**NOTE:** No weapons of any kind allowed on the premises (NO exceptions!) and if caught with one you will be asked to leave and forfeit your full deposit and donation.

No alcohol is allowed on the premises other than that which is served by Spirit Mountain Casino and/or their beer garden vendors.

This agreement with deposit must be received no later than July 21, 2018 or will be invalid without prior arrangements with the Poker Run Chair/Co Chair persons or vendor's direct contact person (please notate Rally contact that approved late contract below, this is necessary if contract is received after July, 21, 2018). Agreement will be approved by Salem HOG Chapter 1997 and sent back to Vendor no later than July 21, 2018 with vendor's assigned space on notated on agreement.

**Please write legibly!! All fields with an \* are required**

\*First and Last Name: \_\_\_\_\_

\*Vendors Business Name: \_\_\_\_\_

\*Type of Product/Service \_\_\_\_\_

\*Vendor Address: \_\_\_\_\_

\*City, State, Zip: \_\_\_\_\_

\*Email: \_\_\_\_\_

\*Phone: \_\_\_\_\_

\*Vendor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Vendor's Rally Contact: \_\_\_\_\_ (needed if vendor contract is received after July 21, 2018)