



**MALIBU ELEMENTARY SCHOOL PTA**

Maggie Caldwell, President / Leigh Anne Lagoe, VP Programs / Kristen Macedo, VP Membership /  
Brittney Danas, Treasurer / Heather Ramsey, Secretary / Kim Cummings, Hospitality Chair

**VENDOR CONTRACT**

**Event:** Fall Festival

**Date:** 10/28/2016

**Location of event:** Malibu Elementary School

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

**Vendor phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Vendor services:** \_\_\_\_\_

Charge for vendor table:      \$20 flat fee OR      % of sales

Payment due by: 11/4/2016 (*make checks payable to Malibu PTA*)

The undersigned vendor agrees to rent a table or space from the Malibu Elementary School PTA at the Fall Festival to be held at Malibu Elementary School on October 28, 2016.

The vendor hereby contracts for an exhibit space at charge specified above.

A fee of \$10 will be charged for returned checks.

- Exhibitors may begin setting up as early as 4:00PM, but no later than 5:30PM.
- Exhibitors' hours will be 6:00PM-8:00PM.

The Malibu Elementary School PTA will not be responsible for any loss, damage, or injury to the exhibitor.

- Exhibitors will be responsible for any damages to school property.
- Exhibitors will use materials conforming to the fire regulations of the area.
- There will be no smoking permitted on school property.

This contract will be considered binding upon receipt of the signed agreement.

PTA President print name: \_\_\_\_\_

signature: \_\_\_\_\_ Date: \_\_\_\_\_

Vendor Representative print name: \_\_\_\_\_

signature: \_\_\_\_\_ Date: \_\_\_\_\_