

**Kingswood Holiday House Express**  
**Saturday, November 12, 2011**  
**9:00 a.m. – 3:00 p.m.**



Company/Business Type: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

Bus. Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Website: \_\_\_\_\_ Email: \_\_\_\_\_

Will you require electricity? (Circle one) YES NO

Items to be sold:

\_\_\_\_\_  
\_\_\_\_\_

**EVENT DETAILS:**

Set-up time: 7:30 a.m. – 8:45 a.m., Saturday, November 12

Fee/Table: \$50 per 8 ft. table and 2 chairs

Number of Tables Requested: \_\_\_\_\_ Total Due: \_\_\_\_\_

Table(s) will be assigned on a First Come – First Served basis.

Mail Contract and Check by 8/30/2011 to Kingswood Academy, 133 Plainfield Rd., Darien, IL 60561.

Contact: Carrie Peters. Phone – 630.887.1411 or Email – cpeters@kingswoodacademy.org.

**AGREEMENT:**

The individual noted above (and per signature below) is participating as a vendor in the Kingswood Holiday House Express. Vendor’s payment of the participation fee reserves the tables(s) requested via this contract. Vendor will provide any wiring/extension cords and bags for the customers’ purchases. Vendor acknowledges and agrees that the fees noted herein are non-refundable, even in the event of a withdrawal. Kingswood agrees that the proceeds of the products or services vendor sells at his/her table belong solely to the vendor. Vendor will be responsible for collecting and remitting any sales tax, if applicable. Vendor acknowledges that Kingswood is a charitable organization; therefore, any additional monies raised during the Fair belong solely to Kingswood. Vendor agrees to be ready at 8:45 a.m. for the start of the Fair and stay the duration of the advertised hours. Vendor will provide one item valued at \$20 for the raffle. Vendor will clean up assigned booth space at end of Fair. All vendors under 21 years of age must be supervised.

Vendor grants Kingswood all rights and licenses to use vendor’s name, logo, selling motto, emblems, trademarks and/or service marks in the advertising and promotional materials which Kingswood develops to promote the Fair.

Vendor agrees to indemnify and hold Kingswood Academy and its officers, agents and employees harmless from and against any claims, liabilities, losses or demands, including reasonable attorney’s fees, made by any third party due to or arising from vendor’s acts or omissions in connection with its participation in the Fair or from the products or services sold by vendor.

Vendor Name (Printed): \_\_\_\_\_

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