



VENDOR AGREEMENT
50th Anniversary Island Craft Fair

1. A binding agreement made between _____ (Vendor) and the Polynesian Cultural Center (PCC).
2. The Vendor and PCC agree as follows: PCC hereby authorizes the vendor to sell cultural goods upon all of the terms and conditions herein set forth.
3. Name of Event: 50th Anniversary Island Craft Fair
Dates: Monday September 2nd – Thursday September 5th 12:30-6pm
Saturday September 7th 12:30-6pm

Venue: Polynesian Cultural Center – Outside Hawaiian Journey Theatre

PCC Representative: Shelly Easton
55-370 Kamehameha Highway
Laie, Hawaii 96762
808-781-8327
eastons@polynesia.com
4. PCC agrees to provide:
 - a. One product display designated space.
 - b. One banquet table.
 - c. A parking space for one vehicle at the employee parking lot
 - d. Two event passes to enter the Center, but not to enter the event. Tickets to events must be purchased.
 - e. Access through Gate 10A (employee gate) to designated space no earlier than 2 hours prior to the start of the day's event time, and no later than 1 hour after the end of the day's event time.
 - f. Announcements regarding vendor's items as applicable at related PCC events.
5. Payment arrangement:
 - a. Nonrefundable Cash registration fee of \$\$35.00, waived if registering with payment before August 23rd 2013.
 - b. \$100.00 for all events non-refundable payment.
 - c. 15% of sales if the 15% exceeds the non-refundable payments, not including the late cash deposit for late registration.
6. The vendor agrees to:
 - a. Sign and turn in the agreement.
 - b. Pay vendor fees and deposits in cash.
 - c. Pay nonrefundable registration fee of \$35.00 if registering August 23rd or later.

- d. Pay the difference between the rental fee and 15% of sales
 - i. If 15% of sales is greater than the vendor fee PCC agrees that the vendor fee will apply to the 15% of sales total. The vendor agrees to pay the difference between the vendor fee and 15% of sales total.
 - ii. If 15% of sales are less than the vendor fee, the vendor fee will be sufficient.
 - e. Observe all PCC standards (appropriate dress, no alcohol, no smoking).
 - f. Not sell food of any kind.
 - g. Provide own signage.
 - h. Provide own chairs/ extra tables, not to exceed assigned location.
 - i. Provide own tent/ shelter as needed.
 - j. Provide own electrical or lighting as needed. Electrical generator placement/ wiring must have PCC approval. Provide own carts/ dollies/ hand trucks as needed.
 - k. Set up and clean up designated area—area will be assigned.
 - l. Provide product information for PCC staff to use in announcements.
7. Failure to comply with duties imposed by contractual agreement is thereby deemed a breach of contract. The vendor agrees that they may be removed immediately from premises and will not be allowed to sell at any Polynesian Cultural Center event for a period of time to be determined by the Polynesian Cultural Center.

Vendor

Sign Date

Name

Title

Phone Number

Email address

Polynesian Cultural Center

Sign Date

Kealii Haverly
Name

Director of ICM, Polynesian Cultural Center

808-783-3016

icm@polynesia.com