

2025 Town of Rye Event Vendor Contract

Name of the Event: Town Square Fair

Date & Time of Event: August 9, 2025, from 11:00 a.m. to 4:00 p.m.

Cost: \$25.00 per Vendor Space- Payable by Check, Cashier-Check, or Money Order Only.

Set Up & Break Down Time: Vendors may set up as early as 8:00 a.m. Break down is 4:00 p.m. All belongings must be removed by 7:00 p.m. and may not be left overnight.

ALL VENDORS AGREE TO THE FOLLOWING:

- Vendors must provide their own equipment, such as: canopies, tables, chairs etc.
- Vendors are responsible for leaving the area in the same condition as they found it.
- No electricity or running water is available from the Town of Rye. DO NOT CONNECT TO PROPERTY OWNERS UTILITIES WITHOUT PERMISSION.
- The Town of Rye reserves the right to censor any vendor.
- Vendor space will be assigned by the Town Clerk unless reservations have been made for a specific space. A map and assigned spot will be sent to you prior to the event. Vendor Application Payments must be made in full before a space is reserved or assigned.
- Each vendor will be assigned a 10x10 space. Additional space may be requested for an additional fee.
- Vendors must not go onto residential private property without the permission from the owner prior to the event.
- Vendors understand that Main Street will be closed from 11:00 a.m. to 4:00 p.m. and vehicles will not be permitted on Main Street during this time frame.

REGISTRATION: Vendor Application Forms and Payments must be submitted one week before the event!

COMPANY: _____

CONTACT PERSON: _____

ADDRESS: _____

PHONE: _____

EMAIL: _____

Description of Booth or Activity: _____

The Town of Rye and their officers, employees, or insurers will not be held responsible for any liability, lost or stolen or damaged merchandise or any injury incurred during the Town Square Fair.

Signature of Vendor _____

Date _____

Signature of TOR Clerk _____

Date _____

TOWN OF RYE
INDEMNIFICATION AND RELEASE AGREEMENT

A. In consideration for being permitted to perform the below-described activities, _____ [Named Person, Entity, or Vendor] agrees to indemnify and hold harmless the Town of Rye its officers, employees, insurers, and self-insurance pool, from and against all liability, claims, and demands, on account of injury, loss or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with the below-described activities, if such injury, loss, or damage is caused in whole or in part by, or is claimed to be caused in whole or in part by, the act, omission, negligence, or other fault on the part of the Named Person, Entity or Vendor stated above.

B. _____ [Named Person, Entity, or Vendor] understands that the below-described activities may involve risks of injury, loss, or damage to the Named Person, Entity, or Vendor stated above including but not limited to bodily injury, personal injury, sickness, disease, death, and property loss or damage. By signing this agreement, the Named Person, Entity, or Vendor stated above expressly agrees to assume any and all such risks. In addition, in consideration for being permitting to perform the below-described activities the Named Person, Entity, or Vendor stated above, hereby expressly exempts and releases the Town of Rye and it officers, employees, insurers, and self-insurance pool, from and against all liability, claims, demands, on account of injury, loss or damage to the Named Person, Entity, or Vendor stated above including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, or property loss or damage, that the Named Person, Entity, or Vendor stated above may incur as a result of being upon the premises of the Town of Rye, its officers, or its employees, or from any other cause whatsoever.

C. Description of activities or vendor booth to be performed: _____

D. Period during which activities are to be performed: August 9, 2025, from 11:00 a.m. to 4:00 p.m.

Executed this ____ day of _____, 2025 by the Town of Rye and the person whose name and signature appear below.

Signature of Named Person, Entity, or Vendor	Printed Name	Date
Signature of Jocelyn Ensley	Date	
Town Clerk Town of Rye		