



Advocating for individuals with intellectual and developmental disabilities and their families.

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**T**he Arc of Laramie County is excited to announce the return of Oktoberfest at the Laramie County Fairgrounds Archer Complex on Saturday, September 21st, 2019, from 12pm-7pm!

This spectacular event is the major fundraiser for The Arc of Laramie County. The Arc expands opportunities for children and adults with intellectual and developmental disabilities, supports families and builds a network of advocate. Some of the services we provide include social, recreational, educational and a transportation program for over 200 individuals with disabilities and/or their families and friends. In addition to raising funds for our programs, Oktoberfest helps to raise awareness and promote the abilities of individuals with intellectual and developmental disabilities.

**This event welcomes vendors selling merchandise or services, we really would enjoy having you at Oktoberfest and would like to extend a sincere invitation for you to join us as a vendor this year! All vendors will receive one free meal ticket.**

Thank you for your support of the Arc of Laramie County. We look forward to seeing you at Oktoberfest! Together we are working to make a difference in the lives of individuals with intellectual and developmental disabilities,.

Sincerely,

*Charity Henning*

Charity Henning

**Vendor fees: \$40 for 10x10, \$50 for a 12x12, \$65 for 20x20(Limited number available). Please send cash/check/money order & vendor contract to:**

**The Arc of Laramie County, P.O. Box 1812, Cheyenne, WY. 82003**

**To pay by card call 307-632-1209.**

**Please return by September 13th. 2019**





September 21st, 2019

Archer Complex at

Laramie County Fairgrounds

## Event Vendor Contract

SEND TO: ARC of Laramie County  
PO BOX 1812, Cheyenne WY 82003

The parties to this contract are: The Arc of Laramie County (hereafter "Host") and \_\_\_\_\_  
(hereafter "Vendor").

Whereas, Host is hosting an Event known as "Oktoberfest" to occur on 09/21/2019, and has the right to license concessions to vend at and during the Event, and

Whereas, Vendor desires to vend \_\_\_\_\_ at and during said Event, and

Whereas, Vendor has paid Host the sum of \$\_\_\_\_\_ for a license to vend at and during said Event,

Now, therefore, the parties agree as follows:

1. Vendor shall have access to the location agreed upon by the parties no less than 1 & 1/2 hours before the Event's commencement for the purpose of setting up Vendor's vending station, goods, and other things necessary and reasonable to vending at the location.
2. Vendor shall not vend any goods or services other than those described herein at and during the Event without the Host's written consent.
3. Vendor's vending station shall be no larger than \_\_\_\_\_ feet or taller than 12 feet; shall be clean and orderly; and shall comply with all applicable laws and regulations.
4. Vendor's staff may announce the availability of the goods to be vended only while they are within the confines of the Vendor's location.
5. Vendor's staff shall be clothed and groomed in a clean, neat fashion and shall conduct themselves in a orderly fashion.
6. No loud music, noise, or sound amplification devices shall be used by Vendor's staff at the location.
7. Vendor shall have access to the location for up to 1 hour after the Event's conclusion at 7 p.m. to dismantle and remove all things brought to the location by Vendor. Vendor shall leave the location clean of trash and substantially in the condition it was before Vendor occupied it.
8. Vendor hereby agrees to indemnify and hold harmless the Host against any damages or claims that may arise in connection with Vendor's presence at the Event and Vendor's activities of any kind.

In witness to their agreement to the terms of this contract, the parties affix their signatures below:

Vendor, print & sign: \_\_\_\_\_ Date: \_\_\_\_\_

Address \_\_\_\_\_ City, state, ZIP \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_