

PRESENTS

*High Heels & High Times*

**VENDOR APPLICATION AND AGREEMENT**

Sunday, March 22, 2020 • 1:00 to 4:00 p.m.  
The Standard Club • 6230 Abbotts Bridge Road • Johns Creek, GA 30097

Company/Individual Name: \_\_\_\_\_

Authorized Agent: \_\_\_\_\_

Type of Merchandise/Services: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

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

Number of Booths (\$100/booth\*): \_\_\_\_\_

Access to Electrical Power (\$10/booth): \_\_\_\_\_

**Total Vendor Payment: \$** \_\_\_\_\_

Vendors are encouraged to participate in the Silent Auction. Please indicate your participation here:

\_\_\_\_\_ Yes; I would like to donate to the Silent Auction.

\_\_\_\_\_ No; I do not wish to participate in the Silent Auction.

*\*Vendor Fee Includes: 1 table, 2 chairs, food coupon, recognition on JLGNF website and social media.*

Vendor applications will be accepted through February 28, 2020. In an effort to have a variety of vendors, we will be limiting booths per category. Once application is confirmed and accepted, payment will be due by March 6, 2020. We will continue to add vendors as space allows.

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## HIGH HEELS & HIGH TIMES GENERAL INFORMATION AND AGREEMENT

Please read the following information carefully and sign below. By signing the Vendor Application and Agreement, you acknowledge that you have thoroughly read and agree to the following:

1. Only activities listed on the Vendor Application and Agreement (Application) may occur at the event. Only items listed on the Application can be sold at the event. The vendor/participant must be present at the booth throughout the event. If booth is closed early, you will not be accepted next year. No booth sharing or soliciting outside booth space.
2. Event booth space is limited. The Junior League of Gwinnett & North Fulton Counties, Inc. (JLGNF) makes the final decision regarding the vendors/participants accepted to the event and reserves the right to limit booths of similar type.
3. Each Application is approved by JLGNF. Completion of the Application does not guarantee acceptance into the event. After we receive the Application and it is reviewed you will receive confirmation of your participation through email. All decisions are FINAL.
4. Each vendor is responsible for all sales and financial transactions the day of the event as well as the display and transportation of all products to and from the event.
5. Table decorations and signs are the responsibility of the vendor/participant.
6. Event set-up times, break-down times, and booth assignments will be set by JLGNF and vendor/participant agrees to adhere to them.
7. Any special requests must be submitted on the Application. We cannot guarantee requests.
8. All booths must be set up and ready 30 minutes before the event opens to the public. Please arrive early. Vendor/participants must keep their booths open for the entire event. Breaking down booths prior to the event's end time will prohibit you from being invited back in the future.
9. Vendors are solely responsible for collecting, reporting and paying all sales taxes collected to the Georgia Department of Revenue.
10. Refunds: Cancellations must be made in writing and will be assessed a \$15 administrative fee. No refunds will be given after March 15, 2020. This event may be canceled due to extreme weather conditions. No refunds will be given due to weather.
11. Vendors/participants must describe and/or list on Application all activities to take place and items to be sold at the event. If a vendor/participant displays items or conducts activities that were not listed on the Application or has misrepresented items being sold or activities taking place in any way, JLGNF reserves the right to ask the vendor/participant to leave the event and forfeit booth fee(s).
12. Liability Waiver and Release: I hereby assume all responsibility for, and risks and hazards of, participation in the rental activity planned by my group. In consideration of JLGNF providing permission to use the space requested, I, and all members of my rental group, do hereby release indemnify, hold harmless and defend JLGNF, including all officials, officers, sponsors, organizers, supervisors, volunteers, participants, and all other agents, of any and all claims, demands, rights, and causes of action of any kind and nature, arising from and by reason of, and all known and unknown, foreseen and unforeseen, bodily and personal injuries, damage to property, and the consequences thereof, resulting from participation in the activity planned with JLGNF. I and all members of my rental group agree to release, defend, indemnify and hold harmless JLGNF from all claims for bodily and personal injuries, damage to property, and the consequences thereof arising out of my/our negligence or that of my/our agents, servants or workmen pursuant to this rental activity. By reading this information and signing this Application, you are agreeing to abide by all rules and regulations set forth by JLGNF and made a part hereof by reference.

Signature: \_\_\_\_\_

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

### PLEASE RETURN COMPLETED VENDOR APPLICATION AND AGREEMENT TO:

Junior League of Gwinnett & North Fulton Counties  
Attention: High Heels & High Times  
11877 Douglas Road, Suite 102-244  
Alpharetta, GA 30005

**OR VIA EMAIL TO: HHHT@JLGNF.ORG**