



Back to School BASH & BBQ

Booth Rental Agreement

Location: 311 Castle Pines Parkway, Castle Pines, CO 80108 on recreational field(s)

Description of Booth: 8'x10' for \$300. Booths are assigned when contract and fee is received, on a first come, first served basis. The rental fee is non-refundable after August 31, 2018 and/or once you have been accepted into the event.

The vendor contract must be accompanied by check or money order and received no later than Friday, August 31, 2018. All checks or money orders must be made payable to DCS Montessori Education Foundation.

Terms & Conditions

The event hours are from 3:30 - 6:30 p.m. on Friday, September 7, 2018.

Please plan to set up between 2:00 and 3:00 p.m. on Friday, September 7.

Booths must be completely set up and ready for event attendees when the event opens on Friday @ 3:30 p.m. Tear down may begin at 6:30 p.m. and must be completed by 7:30 p.m.

It is your responsibility to provide any necessary tent, table, chairs, etc. for your booth.

It is also your responsibility to provide some kind of entertainment that fits within the theme of the event (Back to School, Carnival, BBQ). Should you arrive without entertainment, the booth space will be revoked.

Security for items in vendor booth is solely the responsibility of the vendor.

No one shall occupy the space other than the original contracted merchant without prior consent of the DCSMEF.

Business Name: _____

Contact Person: _____

Phone Number: _____

Email Address: _____

Mailing Address: _____

Name of Person(s) Working Booth: _____

Phone and Email of Person(s) Working Booth: _____

I agree to comply with all terms and conditions of this agreement:

Signature of Business Contact Person: _____ Date _____

For Event Use only:

Vendor Abbreviation _____ Location _____ Payment Recvd _____