



Lusby Business Association

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May 2010

Dear Vendor:

The Lusby Business Association (LBA) will host its first collaborative customer appreciation event, *Spring Fling Block Party*, on Saturday, May 1, 2010 from 1pm-5pm. The Lusby Town Center-wide event will include activities at each of the four participating Lusby shopping centers: Lusby Commons, Lusby Square, Lusby Center and the Shops at Lusby.

The community event will be filled with lots of family fun activities including: live music, several moon bounces, face painting, basketball games, car show, raffle giveaways, free samples, sidewalk sales and a scavenger hunt. A special feature will be a trolley that will connect and transport people to and from the four participating shopping centers in the Lusby Town Center.

Included with this letter you will find the application and vendor rules. Please carefully read all the materials. Completed applications must be submitted/postmarked by April 23rd. Applications received afterwards may be accepted, however, a late fee may apply.

Thank you and we look forward to working with you!

Sincerely,

Nance Pretto Simmons
President
nance@shoplusby.com

VENDOR RULES & GUIDELINES

Thank you for participating in The Lusby Business Association Spring Fling Block Party. Products and/or services being offered by vendors must be appropriate for a family-friendly event. Booth space is limited and LBA reserves the right to refuse vendor applications. Acceptance of vendor application is at the sole discretion of the LBA.

Rules

1. Permits & Sales Tax - all Vendors must secure the proper state and/or county permit(s). All vendors are responsible for collecting and paying the required taxes.
2. All products sold, or materials distributed, at the block party must be *family-friendly*. Any vendor selling products or distributing inappropriate materials will be immediately removed from the Market and banned from future participation in LBA events.
3. All vendors who wish to erect canopies (including umbrellas) during the normal period of operations, including the set up and break down period, are required to have their canopies safely anchored from the time their canopy is put up to the time it is taken down.
4. Vendors must supply their own tables and chairs. No exceptions.
5. Vendor set up time is 12pm-1pm.

Vendor Application Form

Applications should be mailed to Lusby Business Association, 174 Village Center Drive, Lusby, MD 20657

Application due by April 23, 2010

Applications submitted (postmarked) after the deadline will be considered on a space available basis and will be subject to a late fee

Contact INFORMATION:

Business Name _____ Contact Name _____

Address _____

Phone _____ Email _____

REQUIRED PERMITS, LICENSES, & SALES TAX : all vendors are solely responsible for securing the proper county and state permits/licenses. All vendors are solely responsible for collecting and paying the appropriate taxes.

Booth TYPE:

- Food Products
- Non-Food Products/Services
- Informational / Non-profit

Products:

Please list what you would like to sell at the LBA Spring Fling Block Party:

Fees:

◇ Food (\$75) ◇ Non-Food (\$25) ◇ Non-Profit/Info*

- Please make checks payable to "Lusby Business Association"
- Applications should be mailed to Lusby Business Association, 174 Village Center Drive, Lusby, MD 20657
- Applications submitted (postmarked) after the deadline (4/23) will be considered on a space available basis and will be subject to a late fee
- *Subject to LBA approval. Contact nance@shoplusby.com
- Credit in the amount of fee will apply to LBA membership if purchased by date of event.

The Lusby Business Association Spring Fling Block Party – RELEASE AGREEMENT

I represent and warrant that I have read and pledge to abide by the most current The Lusby Business Association Spring Fling Block Party rules. For good and valuable consideration, including being permitted to participate in the LBA spring event, the undersigned participating Vendor, for myself and my successors, heirs, assigns, executors, administrators, legal representatives, employees, agents and affiliates and in case of corporation, also its officers, directors, and shareholders (collectively, the "Vendor"), forever releases and discharges Lusby Business Association, and each of its officers, directors, employees, agents, assigns, volunteers and affiliates (herein referred to as "LBA") from all claims, demands, losses, costs, expenses, suits, damages, obligations, liabilities, and cause of action, whether arising in law or in equity, which the Vendor ever had, may now have, or may hereafter have by reason of any matter, cause or thing whatsoever arising out of or related to the Vendor's involvement in the LBA spring event. The Vendor agrees to and does hereby assume any and all risks of personal injuries to the Vendor, including death, and risk of damage to the Vendor's property, caused by or arising out of the Vendor's involvement in the LBA spring event. The Vendor hereby agrees to defend, indemnify and hold LBA harmless from and against any and all claims, demands, suits, losses, cause of action, damages, liabilities, obligations, costs, expenses, and judgments (including, without limitation, death and damages to property) caused by the Vendor's acts or omissions or failure to abide by the rules of the LBA spring event arising out of the Vendor's involvement in the LBA spring event. If accepted, LBA has my permission to use images of my work or my stand for the purpose of promoting, advertising, and marketing the LBA spring event. LBA also has my permission to publish photographs or video taken of me, my booth and my work during the LBA spring event for purposes related to promotions of the LBA spring event, past or future.

Vendor's Signature _____ Date _____