

## Artist/Vendor Guidelines

1. Vendors will be assigned a space in the vendor area and will not be permitted to relocate their booth. Each vendor booth will include one (1) 6'x 30" table and two (2) chairs. Vendor agrees to do business only during posted hours and not to engage in any disruptive activities including, but not limited to, unloading and/or movement of merchandise into or through the vendor area during operating hours; packing/unpacking of merchandise outside of areas assigned to the exhibitor; excessive noise; or any activity deemed to be disruptive to other vendors or not in the best interest of the event and/or any of its participants. In the event of emergency or extenuating circumstance (serious injury, family emergency, etc.), the vendor's booth may be taken down early, provided that the booth is taken down within a reasonable amount of time.
2. Vendor will adhere to the J. Wayne Reitz Union (JWRU) amplified sound policy at all times. Vendor may display a video at their booth, but the sound may not exceed normal conversation level and should not be heard more than 3' from the table. Playing of music is prohibited at the booth.
3. If the event is multi-day, booth materials (including merchandise) may need to be taken down and removed at the end of each day. If so, onsite storage will not be provided. The JWRU will not be responsible for any merchandise, banners, and/or other materials left onsite, lost, or stolen during the event.
4. All vendor booths and displays should be set in a safe way. If a display is determined to be unsafe by the venue staff, it must be taken down immediately and not put up again during the course of the event.
5. Vendor is responsible for trash and recycling at their booth and must properly dispose of such waste at the end of vendor area operating hours each day of the event. Vendor agrees to maintain a clean booth and is responsible to pay any fines or fees for services if vendor area is damaged. Vendor shall promptly pay for any damages to the vendor area or associated facilities or equipment or the property of others caused by vendor.
6. Vendors are not permitted to sell nor provide free samples of foods or beverages.
7. Vendors are not permitted to sell drug/alcohol products or paraphernalia, tobacco products, illegal items, weapons, knives, fireworks, poppers, silly string, and/or items promoting any of the prohibited items.
8. Vendor agrees to display and/or sell merchandise, which is consistent with International and US copyright and trademark agreements, as well as all laws of the City of Gainesville and the State of Florida. Grey Market Goods, bootleg merchandise, and plagiarized materials are strictly prohibited. Violators shall lose vending privileges in the JWRU and are subject to applicable laws and may face prosecution.
9. Vendor shall obtain at its sole expense all required licenses, permits, approvals, and comply with any other requirements under federal, state, or local law applicable to its activities at the event. Vendor shall contact the County Tax Collector in the county he/she resides for specific requirements. Vendor shall be responsible for paying all taxes, license fees, use fees, or other fees, charges, levies, or penalties that become due to any governmental authority in connection with its activities at the event.
10. The rights granted to Vendor may not be sold, sublet, given or otherwise transferred to any third party.

11. Vendor expressly assumes all risks associated with, resulting from, or arising in connection with Vendor's participation or presence at the event, including without limitation, all risks of theft, harm, damage or injury to person (including death), property, business or profits of Vendor, whether caused by negligence, intentional act, accident, terrorism, freak occurrence or otherwise. Under no circumstance shall the University of Florida and/or its staff/representatives be liable for lost profits or incidental, special, indirect, punitive, or consequential damages whatsoever for acts of omissions whether or not apprised of the possibility of any such lost profits or damages.
12. Payments for vendor booth are non-refundable