

Vendor Agreement

A Taste of Puerto Rico

This Vendor Agreement is between Alvin Velazquez, organizer of A Taste of Puerto Rico, and the vendor named below.

This is a draft. AMTECH is not a law firm. Alvin should have a qualified Pennsylvania attorney review this agreement before he uses it.

1. Event

The event is A Taste of Puerto Rico.

The event date is Sunday, October 4, 2026.

The event location is 3464 Scranton Carbondale Highway 6, Blakely, PA 18447.

Admission is free and open to the public.

2. Vendor Space

Alvin assigns each approved vendor one vendor space.

Alvin may choose the vendor location and may change the layout for safety, access, or event flow.

The vendor must bring its own tent, tables, chairs, equipment, signs, supplies, and staff unless Alvin agrees otherwise in writing.

3. Vendor Fee

The vendor fee is \$_____.

The vendor must pay the full fee by _____ to reserve the space.

The space is not reserved until payment clears.

4. Vendor Approval

Submitting an application does not guarantee approval.

Alvin may approve, deny, or limit vendors based on space, food mix, safety, community fit, and event needs.

The vendor may sell only the items Alvin approves.

5. Permits, Insurance, and Rules

The vendor is responsible for all permits, licenses, insurance, and approvals required for its business and event operations.

Food vendors must follow all applicable health, fire, and safety rules.

The vendor must provide proof of permits, licenses, or insurance if Alvin asks for them.

6. Setup and Breakdown

Setup begins at _____.

Vendor vehicles must be out of the vendor area by _____.

Breakdown begins at _____ and must be complete by _____.

The vendor must keep its space clean and remove all trash, grease, equipment, and supplies when the event ends.

7. Electricity and Water

Electricity is not included unless Alvin confirms it in writing.

Water is not included unless Alvin confirms it in writing.

The vendor must not use generators, open flames, extension cords, or cooking equipment unless Alvin approves them in writing.

8. Cancellation and Refunds

If the vendor cancels by _____, Alvin will refund _____.

If the vendor cancels after that date, the vendor fee is not refundable.

If Alvin cancels the event and does not reschedule it, Alvin will refund the vendor fee.

If Alvin reschedules the event, the vendor fee moves to the new date.

9. Conduct

The vendor must act professionally and follow Alvin's event rules.

Alvin may remove a vendor that creates a safety issue, sells unapproved items, breaks event rules, or disrupts the event.

10. Photos and Promotion

Alvin may photograph or record the event, including vendor spaces, and may use those photos or recordings to promote the event.

11. Liability

The vendor participates at its own risk.

The vendor is responsible for its own products, equipment, staff, customers, permits, and operations.

The vendor agrees to hold Alvin harmless from claims caused by the vendor's products, equipment, staff, or conduct, to the extent allowed by law.

12. Acceptance

By signing this agreement, submitting an online vendor application, or paying the vendor fee, the vendor agrees to these terms.

Vendor business name: _____

Vendor contact name: _____

Vendor email: _____

Vendor phone: _____

Signature: _____

Date: _____