



(Please sign and date both sides)

## **Vendor Operating Rules & Regulations**

- All arrangements for vendor space at the Vintage Tulsa Show event, held at the SpiritBank Event Center, are to be made with Vintage Tulsa Show LLC (Promoter)
- Vendors will be assigned a vendor space upon registration by VTS. Promoter will accommodate vendor placement requests whenever possible, but reserves the right to place or relocate a vendor to another location at the promoter's discretion.
- Vendors are to position their display so as not to impede aisle traffic, obstruct areas that must meet fire code, or infringe upon another vendor's rental space. Vendor agrees to keep their display and merchandise within the boundaries of their designated rental space.
- Vendors requiring use of electricity must provide their own extension cord at least 25 feet in length.
- Electrical set-up cannot occur until all vehicles are out of the building at 1:00PM Friday. Vendor understands some booths will be required to accommodate an electrical conduit, wiring, or other equipment related to electrical set-up underneath a table in their booth.
- Hours of operation are from 9:00 AM until 5:00 PM on Saturday and 11:00AM until 5:00 PM on Sunday.
- Set-up occurs on Friday before the show. Vendors will be provided with a schedule that outlines set-up procedures. Tear-down begins on Sunday at 5:00PM. THERE IS TO BE NO EARLY PACKING. Vendors must complete tear-down no later than 10:00PM on Sunday.
- Vendor acknowledges that no pets are allowed in the SpiritBank Event Center.
- Vendor merchandise must consist of antique/vintage/collectible merchandise. Exceptions complimentary to the theme of the show, as deemed appropriate by the Vintage Tulsa Show LLC, will also be acceptable and determined on a case by case basis. Overall representation of any VTS booth should be Vintage/Antique/Collectible and at all times represent quality. All items must be accurately represented. Promoter reserves the right to ask vendor to modify or remove their merchandise if promoter deems it is not consistent with the theme or quality of the show. NO REPRODUCTIONS, NO FOOD ITEMS.
- The Vintage Tulsa Show LLC expects each vendor to behave in a professional manner and with propriety and self control. Additionally, vendor is expected to refrain from the use of profanity. Failure to comply may lead to dismissal from the show.
- Vendors will acknowledge the Vintage Tulsa Show LLC (VTS / Promoter) and SpiritBank Event Center (S-BK Properties LLC) as the authoritative bodies responsible for management of the event and insuring that all vendors comply with the above rules and regulations.

I have read, understand and will comply with the rules and regulations.

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

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

(Please sign and date both sides)

## Vintage Tulsa Show

### **Waiver of Liability and Hold Harmless Agreement**

- In consideration for receiving authorization from Vintage Tulsa Show LLC to participate in the Vintage Tulsa Show event, I hereby RELEASE, WAIVE, DISCHARGE AND COVENANT NOT TO SUE Vintage Tulsa Show LLC, S-BK Properties LLC, their officers, agents, volunteers, or employees (hereinafter referred to as RELEASEES) from any and all LIABILITY, claims, demands, actions and causes of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by me, my agents or associates, or any of the property belonging to me, or minor children under my care WHETHER CAUSED BY THE NEGLIGENCE OF THE RELEASEES, or otherwise, while participating in such activity, or while in, on or upon the premises where the activity is being conducted.
- I am fully aware of the risks involved and the hazards connected with this activity, including but not limited to travel and/or any on-site hazards. I hereby elect to voluntarily participate in said activity with full knowledge that said activity may be hazardous to me and my property. I VOLUNTARILY ASSUME FULL RESPONSIBILITY FOR ANY RISKS OF LOSS, PROPERTY DAMAGE OR PERSONAL INJURY, INCLUDING DEATH, that may be sustained by me, or any loss or damage of property owned by me, as a result of being engaged in such activity, WHETHER CAUSED BY THE NEGLIGENCE OF RELEASEES OR OTHERWISE. I further hereby AGREE TO INDEMNIFY AND HOLD HARMLESS the RELEASEES from any loss, liability, damage or costs, including court costs and attorney fees, that they may incur due to my participation in said activity, WHETHER CAUSED BY NEGLIGENCE OF RELEASEES or otherwise.
- I understand that Vintage Tulsa Show LLC does not maintain any insurance policy covering any circumstance arising from my participation in this event or any activity associated with or facilitating that participation. As such, I am aware that I should review my personal insurance portfolio.
- It is my express intent that this Waiver of Liability and Hold Harmless Agreement shall bind members of my family and spouse, if I am alive, and my heirs, assigns and personal representative, if I am deceased, and shall be deemed as a RELEASE, WAIVER, DISCHARGE AND COVENANT NOT TO SUE the above-named RELEASEES. I hereby further agree that this Waiver of Liability and Hold Harmless Agreement shall be construed in accordance with the laws of the State of Oklahoma.
- IN SIGNING THE VENDOR REGISTRATION/APPLICATION FORM PROVIDED TO ME WITH THIS DOCUMENT, I ACKNOWLEDGE AND REPRESENT THAT I have read the foregoing Waiver of Liability and Hold Harmless Agreement, understand it and sign it voluntarily as my own free act and deed; no oral representation, statements, or inducements, apart from the foregoing written agreement, have been made; I am at least eighteen (18) years of age and fully competent; and I execute the Release for full, adequate and complete consideration fully intending to be bound by same. Any minor children, of which I am their parent or legal guardian or have been given custody of their care by the act of bringing them to said activity with permission of their parent or legal guardian, do also empower me to make decisions on their behalf and certify this Waiver of Liability and Hold Harmless Agreement in their person.

I have read, understand and agree to all the terms of the waiver of liability.

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

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