

ARBORETUM AT RACHEFF (AAR) EVENT VENDOR AGREEMENT

Event: Ivan Racheff House & Gardens Plant Sale 2024 (Rain or Shine)
Location: Ivan Racheff House & Gardens, 1943 Tennessee Avenue, Knoxville, TN 37921
Event Contact Person: Theresa Schehr Email: RacheffHouseandGardens@gmail.com
Phone: 865-983-1871 Cell: 865-253-0260
mail correspondence to: Theresa Schehr, 2125 Journeys End Rd, Walland, TN 37886 .

Date and Time: Saturday, April 27, 2024 9 am to 3 pm

The Arboretum at Racheff (AAR) invites you to exhibit at the above mentioned event. The following rules and regulations apply to the event:

1. The vendor will be allowed a 10 x 10 ft vendor space. If additional space is needed, please reach out to the Event Contact Person listed above before signing the agreement.
2. If vendor will be using canopies/tents, the canopies/tents must be securely and properly anchored with weights and/or ropes.
3. There will be no canopies, tables, electricity, or internet service provided at the vendor space.
4. The fee for the 10 x 10 ft vendor space is **\$35.00.** (If you are a TFGC garden club member, please contact the above mentioned Event Contact for discounted vendor fees.) **Payment by check/money order made out to the Arboretum at Racheff.** Payment is sent to Correspondence Address listed above before the deadline of **April 1, 2024.**
5. If you will be selling plants, you must provide a copy of your TN Department of Agriculture Plant/Nursery Certification. Please send a copy along with your payment & vendor agreement.
6. Ivan Racheff House & Gardens shall not be responsible for any injury or loss that may incur to the vendor, their employees, or representatives of their goods from any cause whatsoever while at the event. The vendor agrees that they will hold IRH&G harmless and free from all damages by reason of liability occasioned by any act or omission, neglect, or wrongdoing of the vendor, his employees, or any of his agents, officers, or representatives, and said vendor will at his own expense defend and protect IRH&G against all such claims and demands. The vendor also agrees that IRH&G will not be responsible for accidents, fire, theft, breakage, or any other accident incurred by the vendor at any time and IRH&G is released from liabilities and responsibilities. This includes the hours for setting up and dismantling the event. All vendors shall provide their own insurance. The application and acceptance from IRH&G constitutes a contract between both parties.
7. Vendor set-up is **Friday, April 26, 12:00 pm to 3:00 pm OR Saturday, April 27, 7:00 am to 8:30 am.** Please note if setting up on Friday, IRH&G does have a locked parking lot gate but does not have an overnight security guard. It is suggested to only setup your canopy and/or tables and your items/products delivered on Saturday morning. Dismantle is **Saturday, April 27 3:00 pm - 5:00 pm.**
8. Vendors agree to be responsible for the clean-up of their vendor space area at the end of event.
9. **Deadline for Vendor Application and Payment for Vendor Fees is April 1, 2024.** Please mail the Vendor Agreement, Vendor Fee, TN Dept of Agriculture Plant Certificate (if applicable) to the Event Contact Person Correspondence Address listed above.

Exhibitor/Vendor Name: _____
Contact Name: _____
Vendor Address: _____
Vendor Phone: _____ Cell: _____
Vendor Email: _____
Vendor Items for Sale: _____

Signing the agreement, I understand and agree to abide with the rules and regulations set forth by the AAR Vendor Event Agreement and I agree with the hold harmless clause as detailed in rule #6. I agree to pay, in full, the vendor fee by the Event Deadline Date.

Vendor Signature _____ Date _____

AAR Application Received by: _____ Date: _____