



Vendor Agreement and Liability Release

Paulden Centennial Celebration

May 16, 2026 | 11:00 AM – 10:00 PM

Paulden Community Center, 24050 N. Marblehead Ave., Paulden, AZ 86334

This Vendor Agreement and Liability Release (“Agreement”) is entered into by the undersigned Vendor and the **Paulden Area Community Organization** (“Organizer”), a nonprofit community group.

1. Event and Space

Organizer grants Vendor a non-exclusive license (not a lease) to occupy one **10' × 10'** booth space at the Paulden Centennial Celebration on **May 16, 2026**. Space assignment is made only after full payment of the **\$10 non-refundable registration fee**. Payment options: online via paulden.town (preferred), check mailed with this signed Agreement, or phone-assisted online payment. No space is guaranteed until payment is received and confirmed.

2. Registration Methods and Payment

- **Online:** Register and pay at paulden.town. Electronic acceptance via checkbox serves as signature.
- **Phone:** Call Terri McPherson at (928) 899-1838 to register. Complete payment online immediately after, and email a scanned/signed copy of this Agreement to pauldencentennial@gmail.com within 24 hours. Verbal agreement over phone is binding, but written confirmation is required.
- **Mail:** Download/print this Agreement from paulden.town, sign it, and mail with a \$10 check (payable to "Paulden Area Community Organization") to: Paulden Centennial, PO Box 735, Paulden, AZ 86334. Include your contact info.
- **All fees are non-refundable**, including in the event of weather, low attendance, or cancellation of the event.
- No subletting, sharing, or transfer of space is permitted.

3. Setup and Teardown Rules

- Vendor must arrive, set up, and be ready to sell by **10:30 AM**.
- **Vendor may not begin breakdown or removal of merchandise, equipment, or booth until after 4:00 PM.** Early teardown will result in forfeiture of future vending opportunities.
- All equipment and merchandise must be removed by **11:00 PM**. Vendor is responsible for leaving the space clean and free of trash.

4. Permits, Licenses, and Conduct

Vendor is solely responsible for obtaining and displaying all required local, county, and state permits, licenses, and approvals (including health department permits for food vendors). Vendor agrees to comply with all laws, fire codes, health regulations, and event rules. Failure to do so may result in immediate removal without refund.

5. Insurance

Vendor acknowledges that Organizer carries no insurance covering Vendor's property, employees, or operations. **Vendor is strongly encouraged to carry its own general liability insurance** (minimum \$1,000,000 per occurrence recommended). Vendor may be asked to provide a Certificate of Insurance naming Paulden Area Community Organization as an additional insured.

6. Assumption of Risk and Release of Liability

Vendor understands that participating in an outdoor community event involves inherent risks, including but not limited to weather, crowds, theft, property damage, personal injury, or other hazards.

Vendor voluntarily assumes all such risks and agrees, on behalf of itself, its owners, employees, agents, and assigns, to **release, waive, discharge, and hold harmless** Paulden Area Community Organization, its officers, directors, volunteers, members, the Town of Paulden, and the Paulden Community Center (collectively, "Released Parties") from any and all claims, demands, liabilities, damages, costs, and expenses (including reasonable attorneys' fees) arising out of or related to Vendor's participation in the event, **whether caused by negligence or otherwise**, to the fullest extent permitted by Arizona law.

7. Indemnification

Vendor agrees to **indemnify, defend, and hold harmless** the Released Parties from any claims, losses, damages, or expenses arising from:

- Vendor's products, services, or activities;
- Any act or omission of Vendor, its employees, or agents;
- Damage to the venue or property of others caused by Vendor.

8. Miscellaneous

- This Agreement is governed by the laws of the State of Arizona.
- Signatures (electronic, scanned, or physical) are fully binding and enforceable.
- This Agreement constitutes the entire understanding between the parties.

Acceptance and Agreement

By any registration method above, Vendor accepts and agrees to all terms.

Vendor Name (printed): _____

Business Name: _____

Signature: _____ Date: _____

Email/Phone: _____ (for confirmation)

(For online: Checkbox + "I Accept" serves as electronic signature. For phone/mail: Sign and submit as instructed.)