



VENDOR CONTRACT

Date:

Company: Visit Cheyenne

Company Address: 121 W. 15<sup>th</sup> ST. Cheyenne, WY 82001

Contact: Stacie Walter, CMP, CTA | Telephone 307-222-9586; [stacie@bootsproductions.com](mailto:stacie@bootsproductions.com)

The Frozen Fury on the Plains

February 8, 2025. Doors open at 5pm, rodeo begins at 6pm.

The Event Center at Archer, 3801 Archer Pkwy, Cheyenne, WY 82001

Booth Fee: \$75 per 10x10 space

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Vendor Company Name: \_\_\_\_\_

Vendor Address: \_\_\_\_\_

Vendor Telephone: \_\_\_\_\_

Please provide a general overview of products:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is Electricity Required \_\_\_\_\_

Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

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

Approved Vendor Services Agreement:



“Vendor” means the Owner/Operator. “We”, “us” and “our” means Visit Cheyenne, its employees and contractors.

Vendor and we agree that:

1. Vendor will be present and fully operational to provide the services at the Event. We will provide Vendor with a designated space from which to provide services. Vendor will have all permits and licenses and be a registered vendor with the State of Wyoming.
2. Vendor will:
  - a. Provide all merchandise and staff.
  - b. Follow our rules and instructions.
  - c. Provide services from 5:00 PM to the end of the event on the date of the event.
  - d. Work from the space we assign and arrive at the time you are assigned.
  - e. Obey all laws.
3. Vendor will return your assigned space in the same condition as when arrived. Any damage to the space will be fully remedied at your expense.
4. Vendor will provide items listed on page one. Vendor will not sell or display any other kinds of merchandise. We can remove any merchandise that we have not approved or that is deemed inappropriate. We will not be responsible for safeguarding any removed merchandise.
5. Any security we provide is for our sole benefit. Vendor takes all risk of loss or damage to your merchandise or other property. If your property is lost, stolen or damaged, you will not look to us for payment or reimbursement.
6. The event will operate even with inclement weather. Should the event be canceled your vendor fees will be refunded.
7. Outside of cancelation due to weather, vendors fees are non-refundable.
8. If Vendor is unable to provide services at the Event, you must notify Stacie Walter at least 24 hours prior to the Event at 307-222-9586.
9. By signing this Vendor Contract and by participating in the Event, Vendor agrees to the following statement:

I hereby give my consent to all photographs, audio recordings, academic work and/or video recordings taken of me and my staff. I understand that such photographs, audio recordings, academic work and/or video recordings become the property of the Owner and may be used by the Owner, or others with their consent for educational, instructional, or promotional purposes determined by the Owner in broadcast and media formats now existing or created in the future.

10. Any changes to the Contract must be in writing and signed by both parties.

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