



**VENDOR CONTRACT**  
**March 7-10, 2019**

Please reserve the following for my company: \_\_\_\_\_  
(Vendor Name)

Live Oak International provides one (1) 8' table and two (2) folding chairs for each vendor booth.

Size of Booth	Cost per space	Total Costs
10' x 20' tent space	<input type="checkbox"/> \$550 each space	\$ _____
20' x 20' tent space	<input type="checkbox"/> \$900 each space	\$ _____
Your own trailer	<input type="checkbox"/> \$900 each space	\$ _____
	Additional 8' Tables @ \$20 each _____	\$ _____
	Additional Chairs @\$5 each _____	\$ _____
	Grand Total Due*:	\$ _____
	Payment in full due on or before February 15, 2019*:	\$ _____

**Please note** re Electrical service: There is no electric service available for vendors at Live Oak International. If your booth needs electric, please bring an adequate, quiet generator.

Please make checks payable to "Live Oak International" or complete the credit card authorization form attached. Mailing and email address:

Live Oak International  
PO Box #772109  
Ocala, FL 34477

vendors@liveoakinternational.com

\_\_\_\_\_ LOI

\_\_\_\_\_ Vendor

This Agreement is entered into between Live Oak International (THE EVENT) and THE VENDOR with reference to the following:

Vendor Initials

1. The VENDOR will lease space for a commercial exhibit during the Live Oak International to be held March 7-10, 2019 at Live Oak Stud in Ocala, Florida, located at 2215 SW 100<sup>th</sup> Avenue, Ocala, FL 34481. \_\_\_\_\_
2. Vendor space rates for 2019 are: \$ 550 for 10'x20' or \$900 for 20'x20' or your own trailer. \_\_\_\_\_
3. The EVENT, at its sole discretion, will determine vendor booth locations, assign individual spaces to the VENDOR and make change thereto. The VENDOR will not assign, share, sublet or transfer any portion of their assigned space. \_\_\_\_\_
4. The actual conduct and management of the show is governed by the Live Oak International Organizing Committee to which all matters of business and any disputes shall be directed and which has sole authority to resolve any and all such matters. The EVENT reserves the right, in any matter of disagreement, to return any fees paid by the VENDOR and thereby discharge completely its obligation under this contract. \_\_\_\_\_
5. The VENDOR agrees to comply with all local, state, and federal statutes and regulations pertaining to activities of this nature, as well as Rules and Procedures of the EVENT. The VENDOR is required to collect Florida State sales tax on all sales subject to Florida Sales Tax. Those who do not have a Florida Department of Revenue sales tax ID number will need to contact the Department of Revenue for a temporary sales tax form. The VENDOR must provide a copy along with signed contract. \_\_\_\_\_
6. The VENDOR shall provide a Certificate of Insurance evidencing a policy with a minimum of One Million Dollars (\$1,000,000.00) per occurrence, Two Million Dollars (\$2,000,000) aggregate in Combined Single Limit Bodily Injury and Property Damage insurance, including products/completed operations naming as *Specifically Designated Additional Insured*: Live Oak Plantation Combined Driving, Inc. d/b/a Live Oak International; Live Oak Stud, Inc.; Chester Weber; Juliet W. Reid; Charlotte C. Weber; and Weber Year 2001 Revocable Agreement of Trust. \_\_\_\_\_
7. If the VENDOR is required by the State of Florida to carry Worker's Compensation and Employment Liability (see attached memorandum), then the VENDOR also must provide a Certificate of Insurance for Workers' Compensation and Employment Liability in the amount of no less than One Hundred Thousand Dollars (\$100,000.00) per occurrence. \_\_\_\_\_

\_\_\_\_\_ LOI

\_\_\_\_\_ Vendor

8. The VENDOR expressly releases and discharges the EVENT from any and all liabilities, loss, injury, and damages to either persons or property that may be sustained on or about the premises or in connection with said commercial exhibit. The responsibility for safety and security of the commercial exhibit and its contents are the responsibility of the VENDOR leasing the space.
9. Vendor space will be assigned inside provided tents and will include one (1) 8' table and two (2) folding chairs for each 10'(w) x 20' (d) or 20'(w) x 20' (d) space.
10. No water is available.
11. No electric service is provided to vendor booths, so each vendor needing electricity must provide a small WHISPER QUIET generator.
12. Sale of food or water requires a Food Vendor Contract and Payment.
13. All exhibits, merchandise, etc. MUST BE CONTAINED WITHIN THE TENT itself, except that signs and small displays may be placed outside, but not to extend more than 3 feet beyond the tent wall.
14. At check-in each vendor will receive a Vendor Parking pass which will allow entry to the grounds and parking in the designated vendor parking area.
15. Vehicles will be allowed in the tented area before and after the event for loading and unloading. They must be removed to the parking area as quickly as possible and at no time block emergency access.
16. Check in times: Tuesday March 5th: Noon - 4pm, Wednesday March 6th: 10am - 4pm. Vendor must be open for business Thursday, March 7th – Sunday, March 10<sup>th</sup>, 8am – 5 pm.
17. It is agreed that the governing law will be Florida Law if any legal dispute arises. It is also agreed that in the jurisdiction of this contract is Marion County, Florida. Any and all legal matters that may arise shall be set in Marion County Florida under Florida Law.
18. A signed contract and \$200.00 non-refundable check must be received by January 10, 2019. Balance, copy of required licenses and certificate of insurance must be received by February 15, 2019 at which time there will be no refund for cancelation.

\_\_\_\_ LOI

\_\_\_\_ Vendor

Vendor business name: \_\_\_\_\_

Contact person: \_\_\_\_\_

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

City/State/Zipcode: \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email: \_\_\_\_\_

**Accepted and Agreed, by and between:**

For: Live Oak International

For: Vendor

\_\_\_\_\_  
Live Oak International

\_\_\_\_\_  
Vendor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_ LOI

\_\_\_\_\_ Vendor



**LIVE OAK INTERNATIONAL | MARCH 7-10, 2019**

Live Oak Plantation Combined Driving Inc. DBA Live Oak International  
P.O. Box 772109 Ocala, FL 34477-2109  
sponsorship@liveoakinternational.com

**Reservation Form**

Sign and complete this form to authorize Live Oak International to make a one-time charge to your credit card listed below.

Account Type: (Check one)  Visa  Mastercard  Discover  Amex  Check  
*(If paying by check, please make check payable to Live Oak International and remit to the address above.)*

Account Number

Expiration Date   Security Code

Cardholder Name \_\_\_\_\_  
Billing Address \_\_\_\_\_  
City / State / Zip \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Email Address \_\_\_\_\_

**AUTHORIZATION**

By signing this form you give us permission to debit your account for the amount indicated above. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account. *All credit card transactions are subject to a 3.5% surcharge.*

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