

NJ DAWAH Vending Contract

November 24th – 26th, 2017

Hilton Parsippany

Phone: 973.580.8984 | e-mail: vendors@njdawah.org | www.njdawah.org

1. NJ DAWAH conference vending bazaar will be held at the **Hilton Parsippany** located at **1 Hilton Court, Parsippany, NJ 07054**.
2. The **Vending Bazaar hours** will: Friday November 24th from 5:00pm to 10:00pm; Saturday November 25th from 10:00am to 10:00 PM, and Sunday November 26th from 10:00am to 5:00pm. The **setup times** will be either: Friday 10:30am – 12:30pm or Friday 3:00pm – 5:00pm.
3. The vendor can select a **\$280 Basic Booth Space (7ft x 8ft)** or a **\$360 Premium Booth Space (9ft x 8ft)** or a **\$540 Exclusive Booth Space (9ft x 12ft)**. The vendor booth space includes a 6ft x 30in in table and two chairs.
4. Confirmation at the end of this booth reservation grants you an exclusive, non-transferable permission to use the assigned booth space at the NJ DAWAH Vending Bazaar within the guidelines & rules of this contract.
5. **Full refunds** will be issued for written booth cancellations made by the vendor before **November 3rd, 2017**. For cancellations between November 3rd and November 17th, 2017; only 50 % payment will be refunded. No refunds will be made after November 17th, 2017. All cancellations should be sent in writing to **vendors@njdawah.org**. Please retain proof of cancellation. **If you are unable to attend the conference because of any reason, NJ DAWAH will not be able to refund the booth payment after November 17th, 2017.**
6. Products and services sold or displayed must meet Islamic standards that NJ DAWAH wishes to observe. The determination of "**Islamic Standards**" shall be in the sole and absolute discretion of NJ DAWAH, and NJ DAWAH shall have the authority to require the removal of any and all goods, displays, or other materials not meeting this standard. The refusal to remove shall immediately terminate this contract, and the vendor shall be immediately removed from the vending area and the vendor shall not be issued a refund of any fees or cost.
7. **NO FOOD OR BEVERAGES MAY BE SOLD AT THE CONFERENCE.**
8. All displays must be confined to the assigned booth and should not obstruct the view or access to surrounding displays/ booths. All displays, discussions, & other activities must be confined to the booth. Audio, video, and multimedia equipment will be monitored by Vending Bazaar Committee to ensure that a comfortable sound level is maintained.
9. Solicitation of any kind, by any vendor or group (for-profit or non-profit), is strictly prohibited outside the assigned booth space.
10. Vendors may not move from an assigned booth to another booth, assume additional booth space, or move booth tables, chairs, drapes or accessories from and between other booths without a proper authorization from the Vending Committee. Booths must be setup and dismantled according to the abovementioned schedule. Any exceptions must be requested 30 days prior to the event.
11. Fireworks, helium tanks, fuel tanks, heating appliances, ovens and all other incendiary devices are strictly prohibited in the vending bazaar.
12. NJ DAWAH will monitor the vending bazaar hall and will not tolerate the sale or distribution of any pirated and/or illegal materials at its conference. This includes but is not limited to books, CD's, DVD's, software, etc. NJ DAWAH will enforce this policy and pursue any and all legal remedies to prevent piracy or copyright violations at its conference. Any literature (fundraising or otherwise) must be pre-approved in writing by NJ DAWAH Vending Committee.
13. NJ DAWAH reserves the right to retract the Confirmation Letter and Contract and therefore close any vendor booth and eject any vendor or vendor's staff immediately from the Vending Bazaar and conference center who/which participate(s) in illegal or un-Islamic activities of any kind, is/are involved in any way with disruptive or dangerous activities, violate(s) any of the terms or conditions of this agreement, or do(es) not immediately comply with instructions given by the NJ DAWAH vendor coordinator. Vendors and their staff are expected to follow Islamic standards of behavior & ethics when dealing with customers & soliciting business, in NJ DAWAH's sole and absolute discretion.

14. Vendors and their staff indemnify and hold harmless the NJ DAWAH and its staff & agencies from and against all costs, damages, judgments or legal expenses which may arise from this agreement, set-up, exhibition, participation or dismantling activities during, before, and after the conference. Vendor also assumes all risks of loss, injury, theft, damage of any kind or nature whatsoever to any exhibit or component thereof; including but not limited to goods, merchandise, cash, records, or any other property. Further, vendors are expressly bound, at their expense, to repair any damage which they may cause to the bazaar fixtures or the convention center through unauthorized modifications or movement or their vendor booth.
15. Vendors and their staff indemnify and hold harmless the conference center and their respective agents against any claim or expenses arising out of the use of the vendor bazaar premises. The vendor understands that neither NJ DAWAH nor the conference center maintain insurance covering the exhibitor's property and it is the sole responsibility of the vendor to obtain such insurance.
16. NJ DAWAH cannot guarantee any sales volume for your products and/or services. Your sales will depend on several factors such as the quality of products/ services, pricing, demand, economy, advertising strategy, and any unforeseeable acts of God.
17. The terms and conditions are subject to amendments upon prior notice from NJ DAWAH Vending Committee. Any attachments (like the vendor bazaar map or booth type) are part of this contract.
18. NJ DAWAH ensures non-discriminatory fair practices in the assignment of vending booth.

As an authorized agent of this business or organization, I have read and understood this contract and agree to abide by its terms and conditions.

Business Name: _____

Items for Sale: _____

Contact Person: _____

Primary Number: _____

Email Address: _____

Website: _____

Signature: _____ Date: _____

All payment can be paid at NJ DAWAH website (www.njdawah.org), through PayPal (finance@njdawah.org), or mailed to: NJ DAWAH, 45 Barry Drive, Rockaway, NJ 07866.