

**VENDOR CONTRACT**

**NOLA EAST FESTIVAL**

**Saturday, September 26, 2026;**

**11:00am-6:00pm**

**JOE W. BROWN MEMORIAL PARK**

**5601 Read Blvd., NOLA 70127**

**Friends of Joe W. Brown Memorial Park (“Contractor”)**

*Please complete, sign, return this contract with 50% (no- refundable deposit) to secure your booth*

*\*Fees paid in full are given priority assignment\* (All fees must be paid by July 31, 2026)*

**Vendor Information:**

1. Contact Name: \_\_\_\_\_  
(Last, First)

2. Company Name: \_\_\_\_\_  
 (“Vendor”)

3. Address: \_\_\_\_\_  
(Street, City, Zip)

4. Cell # \_\_\_\_\_ Business # \_\_\_\_\_ Email: \_\_\_\_\_

5. **Vendor Booths: Check One**

**FEES: \* Please make checks payable to Friends of Joe W. Brown Park\***

**\*Cash App: NOEMATTERS2U2**

**\*ZELLE(504)427-2596**

**Arts/Crafts**

\_\_\_\_\_ **\$200.00**

**Information/Service:**

\_\_\_\_\_ **\$150**

**Food:**

\_\_\_\_\_ **\$300.00**

**Booth Size:**

Booths occupy a space of 10 x 10 feet (100 square feet).

Vendors must provide their own tables, chairs, linen, vendor sign

6.

IT IS MANDATORY THAT ALL VENDORS ABIDE BY THE FOLLOWING  
RULES (FESTIVAL GUIDELINES)

- A. Vendors are allowed to sell approved merchandise only.
- B. No drinks can be sold, except by Nola East Festival Management
  - i. **Sales tax must be included on all items sold.**
  - ii. As per Fest and City Ordinances, there will be no products in glass containers allowed to be sold at the festival. This will be strongly enforced.
- C. All Vendors must be on site no later than **9:00 a.m. but may be on site as early 8 a.m.** and ready for business by 10:00 a.m. (NO EXCEPTIONS) **TRUCKS WILL NOT BE ALLOWED TO REMAIN ON PARK GRASS AREA, Vendors are to unload, and move vehicle to assigned parking area, no later than 10am.**
- D. It is the sole responsibility of each Vendor to keep his/her booth and its surrounding area clean. Vendors are required to bring their own garbage receptacles and garbage bags. Vendors are responsible for all permits/licenses.
- E. Only items listed on this Vendor Contract, and which are approved by the Festival are allowed to be sold. Vendors who breach this Contract will be removed from the Festival. List Items \_\_\_\_\_
- F. Fest guidelines will be strictly monitored by Vendor Patrol and Police.
- G. Vendors will be *solely* responsible for the security and safety of Vendor's cash, equipment, goods, inventory, supplies, or other property.
- H. Vendor must occupy the space which is assigned. No subletting of booths is allowed. Booths must be placed within Vendor's assigned number for the space.
- I. Vendor and all employees must be properly attired at all times. Strict health standards must be observed. **No pets** are allowed.
- I. **NO REFUNDS/NO CANCELLATIONS**
- J. If Vendor violates Fest and park regulations, one (1) warning will be issued; and if more violations occur, Vendor will be removed from the Festival site by local or state police agency, without refund.
- K. Force Majeure: The Festival is in no way responsible or liable for personal adversity or any acts of God.
- L. Indemnification: I/We \_\_\_\_\_, the Vendor, hereby agree to indemnify and hold harmless (Friends of Joe W. Brown Memorial Park & Louisiana Nature Center, Partners, and the City of New Orleans, the legal entity) for any injuries, loss, or for damage to individuals or property, resulting from my/our selling of products, or as a result of my/our participation in the Festival. In addition, I/We, the Vendor, agree to abide by the Festival Guidelines stated herein, at risk of being removed from the Fest site by state or local police agencies.

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_  
 (Event Authorizer) (Vendor)

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

**Please sign and return. Keep a copy for your records.**  
**Contact Tangee Wall (504)427-2596; email: fojwbpark@aol.com**  
**Visit website: friendsofjoebrownpark.org or nolaeastfestival.com**