



IVY EDUCATIONAL AND CHARITABLE FOUNDATION OF HOUSTON, INCORPORATED  
37TH ANNUAL SCHOLARSHIP LUNCHEON AND FASHION SHOW  
Hilton Americas-Houston, 1600 Lamar, Houston, Texas 77010  
Sunday, April 15, 2018 at 2:00 PM

## VENDOR BOUTIQUE CONTRACT

Company Name \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Address \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Email \_\_\_\_\_  
Types of merchandise to be sold:

### VENDOR LOGISTICS & PRICING

Set-up time will begin at 10:00 am, April 15, 2018. The *Vendor Boutiques* open at 1:00 p.m. The event begins at 2:00 p.m.

\$200.00 Registration fee through December 1, 2017.  
\$40.00 additional fee for booth electricity.

### Space Rental Includes:

- Access to 1000+ event attendees
- A complimentary booth identification sign
- An 8-foot skirted table and 6-foot skirted table with two chairs (2 tables' total)
- A Listing in the IEACF Fashion Show & Luncheon program
- A Listing on the [www.ivyeacf.org](http://www.ivyeacf.org) webpage

**BOUTIQUES MUST BE FULLY DISMANTLED AND CLEARED BY 5:00 pm April 15, 2018.**

### PAYMENT DEADLINES & MAILING (Please initial the section that applies)

\_\_\_\_\_ I am remitting my signed contract and booth payment of \$200.00 by **Cashier's Check or Money Order** postmarked before December 1, 2017.

\_\_\_\_\_ In addition to the amount initialed above I am remitting \$40.00 for electricity in my booth.

**Please download, print, and complete, this contract; and mail it with your Cashier's Check order Money Order to:**

IEACF – 37<sup>th</sup> Annual SLFS  
1231 River Rock Drive  
Missouri City, TX 77489

### AGREEMENT

I hereby apply for vendor boutique rental space at the Ivy Educational and Charitable Foundation of Houston, Incorporated (IEACF) 37<sup>th</sup> Annual Scholarship Luncheon and Fashion Show that will be held April 15, 2018. I agree to the terms of this contract and understand that all payments for vendor space are final with no refund options. I understand that booth assignments will be provided on a first-come, first serve basis once payment has been received. I also agree to hold the IEACF harmless in all matters.

Proprietor Signature and Date: \_\_\_\_\_