



# Vendor Contract

Name \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ E-mail \_\_\_\_\_  
 \_\_\_\_\_ Date \_\_\_\_\_

-By signing this contract, you have agreed to a month to month lease with a required 30-day notice upon termination. If you choose to vacate your space, you must give 30 days written notice by the 1<sup>st</sup> of the month and vacate by the last day of that month. Space must be emptied by the agreed upon date, any items left after this date will be disposed of. Sardis Marketplace reserves the right to terminate the contract at any time for any reason. Should this be the case the vendor must move out by the given date, and rent will be prorated if necessary.

-Sardis Marketplace will receive 10% of all sales, dealers will receive 90% of the selling price on their items.

-Due to high demand and availability of space, any deposits made to hold space are non-refundable should you choose not to move in at your designated time.

-Rent is due by the 5<sup>th</sup> of every month. After the 10<sup>th</sup>, you will be charged a \$10.00 late fee per each day late. At this time, Sardis Marketplace reserves the right to discount your merchandise to facilitate sales in order to pay your balance due. No merchandise may be removed prior to paying your balance in full. If you fail to pay your balance by the 20<sup>th</sup> of the month, your merchandise will be forfeited to Sardis Marketplace and your booth will be placed for rent.

-Checks are issued at the store and may be picked up on the 10<sup>th</sup> of the month for the previous month's sales.

-When bringing in merchandise, you must bring enough help to move your items in or out of the store. Sardis Marketplace employees are not obligated or allowed to help you. If you do not have help, we will be happy to connect you with a reputable mover. Vendors may stock their booths at any time during normal business hours. Please plan your time accordingly as staff will not stay after 6pm. All items placed in booths must be priced and tagged with Sardis Marketplace SKU Tags. Any items not for sale must be marked as such. Items without tags will be priced and sold at our discretion and placed in a lost item account. Sardis Marketplace reserves the right to remove or decline any merchandise from being sold for any reason.

-Sardis Marketplace reserves the right to fill an empty booth with store merchandise for aesthetic purposes.

-We will do our best to sell your items at the price initially set, but we retain the right to reduce an item 10% to facilitate a sale on items \$100 or higher. What is your threshold to facilitate a sale (More than 10%)? \_\_\_\_\_

-We will make every effort to handle all items with care. However, we are not responsible for fire, flood, theft, or damage to your property.

-We encourage direct selling and would love for you to interact with customers and sell merchandise while working in your space; however, accepting payment for sales directly from a customer is strictly prohibited and violation will result in termination of contract. All sales must be rung up through the Sardis Marketplace register.

Terms:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Vendor Signature \_\_\_\_\_ Sardis Marketplace \_\_\_\_\_