



Spartanburg County Public Libraries SpartanCon Artists' Alley Agreement

Artist/Vendor Information

Name of Artist/Vendor: \_\_\_\_\_

Organization/company, if applicable: \_\_\_\_\_

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

City, state, zip code: \_\_\_\_\_

Phone number: \_\_\_\_\_ Is your company incorporated? \_\_\_\_Yes \_\_\_\_ No

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

Emergency contact (name, relationship & phone number): \_\_\_\_\_

Program Information

Name of program: SpartanCon

Program description: a literary minicon celebrating horror, fantasy, sci-fi and graphic novels

Length of program: 1:00pm-5:00pm Set-up time: 12:00pm Tear down time: 5:00pm

Technical requirements (i.e. sound system, CD player, microphone): none

Suitable age group for program: adults

Dates, times and locations of program: September 16<sup>th</sup>, 2017 at Headquarters Library, 151 S. Church St.,  
Spartanburg, SC 29306

Resources provided by Artists/Vendor and/or Library (i.e. paper, craft supplies, food, etc.):

Artist/Vendor:

Artwork, displays

\_\_\_\_\_

Library:

One 6 foot table, two chairs, table

Skirting

Initials of Artist/Vendor

\_\_\_\_\_



151 S. Church St.  
Spartanburg, South Carolina 29306

www.infodepot.org  
(864) 596-3507

## Payment Arrangements

The library will pay (by check) \$0.00 upon the completion of the agreed program.

Will mileage be reimbursed? Yes \_\_\_\_\_ No x

Will lodging be provided? Yes \_\_\_\_\_ No x Receipts for lodging must be provided for reimbursement. The Library reserves the right to make lodging arrangements.

Will meals be reimbursed? Yes \_\_\_\_\_ No x Receipts for meals must be provided for reimbursement.

There are no booth fees for Artists/Vendors. Signing this agreement confirms that the Artist/Vendor will participate for the full length of the program. Failure to show, or shortened participation in the program without the approval of SpartanCon Representatives, will prohibit the Artist/Vendor from participation in future programs.

Artists/Vendors will provide their own property and liability insurance where necessary.

Spartanburg County Public Libraries reserves the right to cancel and/or attempt to reschedule a program due to circumstances beyond their control (i.e. weather, power outage, fire, etc.).

Artists/Vendors may be subject to a criminal background check.

## Sale of Items

All SpartanCon Artists' Alley Artists/Vendors are fully responsible for the fair sale and trade of all artwork or other materials. Spartanburg County Public Libraries cannot be held responsible for theft, damage or loss of any artwork or materials brought into the Library by the Artist/Vendor. The Library reserves the right to ask Artists and Vendors to leave with or without notice. All Artists and Vendors are responsible for the safekeeping of any payment received in exchange for artwork or other materials, and they are entitled to 100% of any profits made while at SpartanCon.

Once this Agreement is signed by the Artist/Vendor, a SpartanCon Representative with countersign the Agreement and return a copy of the executed Agreement to the Artist/Vendor.

Artist/Vendor \_\_\_\_\_ Date \_\_\_\_\_

SpartanCon representative \_\_\_\_\_ Date \_\_\_\_\_

SpartanCon Representatives:

Rebecca Mack

Jess Herzog