



## Central Indiana AFL-CIO 2022 Labor Fest Vendor Agreement

THIS AGREEMENT ("Agreement") entered into this \_\_ day of \_\_\_\_\_, 2022 serves as a contract for event space between the undersigned Vendor and the Central Indiana AFL-CIO acting as 2022 Labor Fest event manager. Please read carefully, sign and return a copy of the Agreement to the Central Indiana AFL-CIO. All Vendors, staff, volunteers, participants, materials and signage must be consistent with the goals and mission of the Central Indiana AFL-CIO. Any effort that does not positively support the mission and goals will not be permitted.

The Central Indiana AFL-CIO represents just under 50,000 members from 65 different unions in the construction trades, manufacturing, and service industries. As chartered organizations of the AFL-CIO, Chapters are the bodies through which affiliated local unions are able to take collective action on issues important to them and directly affect the communities in which their members reside. Each Chapter covers a geographic area of several counties. The Central Indiana AFL-CIO represents organized workers from Boone, Marion, Hamilton, Hancock, Shelby, Johnson, Morgan and Hendricks counties.

**Hosting Organization:** Central Indiana AFL-CIO

**Address:** 2917 Roosevelt Ave, West Bldg, Indianapolis, IN 46218

**Office telephone:** 317-529-9839

**Contacts:** Haylee Sanford [hsanford@hhalf.org](mailto:hsanford@hhalf.org) or markroberts114@gmail.com (317-698-2094)

**Vendor Name:** \_\_\_\_\_

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

**Telephone:** \_\_\_\_\_

**Email contact:** \_\_\_\_\_

**Event Location: Date of Event: Schedule:**

Monument Circle, Indianapolis, Indiana Saturday, September 3, 2022

11:00 AM – 6:00 PM Public Hours

(Vendors must be setup and ready to serve by 11:00 AM) **Load in/Set up time:** Monument Circle open at 6:00 AM for set up.

**TERMS/PAYMENT & RESPONSIBILITY:** As consideration for being selected as a food vendor,

- Vendor shall pay a flat fee of \$600.00 to secure a space among food trucks/booths, due no later than 5:00 PM, Friday, August 26, 2022. Checks should be mailed to the address above.
- The vendor shall submit by **August** 12, 2022 a list of products to be sold. The Central Indiana AFL-CIO shall approve such list and pricing by August 23. Approval shall not be unreasonably withheld.
- Vendors are asked to create package deals that do not exceed \$12.00, i.e., sandwich, chips, and soda/beverage.
- Food vendors are required to have current state, city, and Marion County permits, licenses, and approvals in the booth throughout the event.
- On September 3, 2022, the public will be able to purchase meals for cash directly from the vendors.
- Vendors will not sell alcohol at the event.
- Central Indiana AFL-CIO and Downtown Indy, Inc. will conduct pre and post-event inspections to ensure that all event-related materials and activities were cleared and the site is left in the condition it was found. Any specific damage or concerns caused by Vendor will be Vendor's responsibility to restore.
- Vendor is required to provide a certificate of insurance indemnifying Central Indiana AFL-CIO and all Indy LaborFest partners consistent with the limits and amounts required by Downtown Indy, Inc. acting as manager of Monument Circle.

#### **Certificate of Insurance with Central Indiana AFL-CIO and Vendor:**

- Premises and Operations Commercial General Liability: \$1 million per occurrence and \$2 million aggregate.
- Personal and Advertising Injury: \$1 million per occurrence and \$2 million aggregate.
- Damage to Property of Others: \$100,000.
- Medical Expense: \$5,000 per person.
- Commercial Automobile Liability for Owned and Non-Owned Automobiles: \$1million combined single limit or per occurrence for bodily injury and property damage.
- Excess Liability and/or Umbrella Coverage: Only as needed to bring amount of coverage for any of the above categories up to amount required.
- Worker's Compensation: the vendor will have a valid certificate of Indiana Workers' Compensation insurance or shall be certified as being self-insurance in compliance with all requirements of the Indiana Workers Compensation Board and Act.

#### ***Central Indiana AFL-CIO 2917 Roosevelt Avenue Indianapolis, IN 46218***

- Other Insurance: DII may require other insurance. Examples of other possible Insurance include Professional Liability/Errors and Omissions - \$100,000 per person and \$300,000 per occurrence, or for aircraft or watercraft.

- All Vendor equipment, temporary structures and tents must be approved by Central Indiana AFL-CIO. Central Indiana AFL-CIO is not responsible for this equipment.

**POWER/ WATER:**

- House sound and lights and power will be provided by Downtown Indy, Inc. Water is accessible throughout the site.
- Vendor is responsible for informing Central Indiana AFL-CIO of any utility needs.

**CANCELLATION:**

The event will take place, and Vendor is obligated to perform services, rain or shine. In the event that circumstances beyond either party’s control render the event impossible or unfeasible, as determined by the Central Indiana AFL-CIO, Vendor shall not be obligated to perform hereunder and shall be informed of such by the Central Indiana AFL-CIO.

**Emergency Notification at Labor Fest**

Please provide contact information to receive emergency notifications from the Central Indiana AFL-CIO if needed during Labor Fest.

Contact Person (Captain): \_\_\_\_\_ Mobile: \_\_\_\_\_  
 \_\_\_\_\_ Office: \_\_\_\_\_  
 \_\_\_\_\_ E-Mail: \_\_\_\_\_  
 \_\_\_\_\_

**Please Note:**

- If there are any changes made before August 26, 2022, contact Haylee at [hsanford@hhalf.org](mailto:hsanford@hhalf.org) (317) 529-9839 and/or Mark at [markroberts114@gmail.com](mailto:markroberts114@gmail.com) (317) 698-2094. In an emergency, the Central Indiana AFL-CIO will send notifications to any or all of the above mentioned numbers or email addresses on file.
- Emergencies and Weather alerts will be sent out through email and phone numbers.

**Medical Emergencies for Indy Labor Fest 2022**

Do not move seriously injured persons unless they are in a life-threatening situation. Know your location so you can give to the Emergency personnel. In the event of a serious injury or illness contact: 911, then Mark Roberts 317-698-2094, then locate any Laborfest staff.

**Tornadoes and Severe Weather**

In the event there is severe weather in the area there will be an announcement over the audio system and the following procedures will be followed.

- Severe Thunderstorm is possible: continue normal activities and monitor the situation.
- Severe Thunderstorm warning: continue normal activities and monitor the situation.
- Severe Thunderstorm occurring, seek shelter immediately.
- Tornado Watch: tornadoes and severe thunderstorms are possible – continue normal activities but monitor the situation.
- Tornado Warning: an actual tornado has been identified in the area by radar. Know the location of your nearest shelter in advance.
- Thunder and Lighting: if you hear thunder less than 30 seconds after seeing a flash of lighting seek safe shelter immediately. I

**INDEMNITY: VENDOR SHALL INDEMNIFY CENTRAL INDIANA AFL-CIO FROM ANY AND ALL CLAIMS WHICH ARISE OUT OF, OR ARE ATTRIBUTABLE TO ANY NEGLIGENT OR INTENTIONAL ACT, ERROR OR OMISSION OF VENDOR, ITS EMPLOYEES, SUPPLIERS OR REPRESENTATIVES, WHETHER OR NOT SUCH ACT OR OMISSION IS THE SOLE OR CONCURRENT CAUSE OF SUCH CLAIM.**

*Vendor's signature below acknowledges acceptance of all terms and conditions contained herein and receipt of any payment provided hereunder in full as compensation for Vendor hereunder.*

\_\_\_\_\_ Central Indiana AFL-CIO

\_\_\_\_\_ Print Name

\_\_\_\_\_ Title

\_\_\_\_\_ Vendor

\_\_\_\_\_ Print Name

\_\_\_\_\_ Title

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QR Code for the event:

