

Dasmariñas Village Association Inc.

1417 Campanilla Street, Dasmariñas Village
Makati City

Tel: 817-3316; 8432264/8439138

D.V.A. Circular No. 2013 – 22

October 16, 2013



Greetings from DVA Village and the people behind **Hello Kiddo**. In preparation for the Christmas Season, we would like to invite you to participate in our **Gift Market Bazaar** scheduled for this November 15th and 16^h. The bazaar will cover a full day Friday (9am - 5pm) and a half of Saturday (until 3pm). The bazaar will be held in Dasmariñas Village Pavilion, located on Campanilla Street.

We conceptualized the bazaar to cater to the various families that live in Dasmariñas Village as well as the surrounding Villages and Makati Area. We are hoping to stock the **DVA Gift Market Bazaar** with gift items for the whole family.

The fee to join the 2-day Gift Market Bazaar is P2000. To confirm your intention to participate, please complete and return the Completed **Bazaar Vendor Registration Form** (see attachment) and pay for the Php 2,000.00 for your slot to be reserved. Payments must be made by **October 30, 2013 (Wednesday)**. **No payment no reservation.**

The Bazaar vendor fee will allow you one 32" x 80" table with a tablecloth and two chairs. Set up will start on Friday November 15th from 6:30 to 9:30 am. Please refer to Registration form and Guidelines attached for detailed information.

Please note that there is limited space for Bazaar Vendors so please send in your confirmation as early as possible. Email us at hellokiddo.openhouse@gmail.com or text or call 0917-8072706 (Yammy) if you have questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Y.B.M.', written over a horizontal line.

YAMMY B. MONTILLA

DVA Gift Market Bazaar Vendor Registration Form
November 15 -16, 2013 Dasmariñas Village Pavilion

Company Name _____

Address _____

Contact Person _____ Telephone no.: _____

Cellphone No.: _____ Fax No.: _____

Participation Date: ☒ November 15 ☒ November 16

Requirements: ☒ Table ☒ Electric Outlet / Outlet Purpose: _____

Participation Fee: _____

Description of Goods Sold: _____

TERMS AND CONDITIONS:

The following terms and conditions shall govern the PARTICIPANT'S use and occupancy of their booth for the duration of the DVA Gift Market Bazaar (the "Bazaar"):

PAYMENT / REGISTRATION - To properly sign this agreement contract and corresponding fees paid in full amount. Unsigned and/or unreturned contracts may mean that you are giving up your space and the DVA has the right to offer the said space to another concessionaire. All payments are non-refundable. Check payments should be made payable to **Dasmariñas Village Association, Inc.** Non attendance or no-show shall result in forfeiture of payment.

DEFINITIONS – All references to the ORGANIZER shall pertain to Dasmariñas Village Association Inc. (DVA). All references to the PARTICIPANT shall refer to the operator of the booth, his /her/its employees and/or representatives. All references to the SITE shall refer to the Dasmariñas Village Pavilion.

OPERATING HOURS – The PARTICIPANT shall keep their booths open during the designated Bazaar operating hours. The ORGANIZER may, in its sole discretion, extend the Bazaar operating hours to accommodate shoppers.

DELIVERIES – All deliveries of merchandise or goods to the SITE shall be made only at the areas designated by the ORGANIZER. The PARTICIPANT shall be responsible for the delivery vehicles, their operators and delivery personnel who, at all times shall abide by the rules and regulations promulgated by the ORGANIZER. The PARTICIPANT shall furnish the ORGANIZER with the names of personnel making deliveries of goods or merchandise at the SITE.

MERCHANDISE – The PARTICIPANT may only sell merchandise that has been pre-approved by the ORGANIZER. The PARTICIPANT hereby warrants that it shall not sell any illegal or pirated goods. The ORGANIZER reserves the right to pull-out any merchandise that is found by the ORGANIZER, in its sole discretion, to be offensive, inappropriate, or not in keeping with the theme of the Bazaar. In the event of pull-out of such merchandise, the ORGANIZER shall be free from any liability to the PARTICIPANT for any damages of whatever nature.

GATE PASS/WORK ACCESS PERMIT – The PARTICIPANT shall secure from the ORGANIZER the necessary gate passes and work access permits for its personnel who shall construct or man the booths for the duration of the Bazaar. The PARTICIPANT's personnel shall be required to wear their identification/gate pass/work access permits at all times during the Bazaar.

BOOTH LAYOUT/DISPLAYS – Each booth shall have an area of approximately 2x 3 meters. The PARTICIPANT may at its expense, install or use partitions for its booth/s. The PARTICIPANT shall, at its expense construct and assemble its merchandise display within its space allocation using attractive and creative means necessary and in keeping with good taste. It is understood that the PARTICIPANT's display or merchandise shall not go beyond the area of the booth allocated to the PARTICIPANT. No display shall exceed the height limit of six (6) feet unless with the prior written approval of the ORGANIZER.

ELECTRICITY REQUIREMENTS – As the SITE is well lit and has a good amount of natural light; it may not provide electrical outlets to all the PARTICIPANTS. However, in the case of PARTICIPANTS who need electricity due to the perishable nature of their products or for food preparation purposes, the PARTICIPANT shall inform the ORGANIZER in writing of its power consumption requirements and must obtain written approval from the ORGANIZER upon signing of this agreement and at least 2 weeks before the Bazaar. The ORGANIZER will try to accommodate requests for access to power outlets. However, the ORGANIZER shall not be liable for failure to provide any electrical outlets or extension cords if the above is not complied with and officially approved.

SECURITY/LIABILITY FOR LOSS OR DAMAGES – the ORGANIZER shall provide roving security guards at the SITE for the duration of the Bazaar. The PARTICIPANT shall be solely responsible for securing his/her/its booth and the ORGANIZER shall not be held liable for any loss or damage to the booth or any goods or merchandise found therein. The PARTICIPANT shall be liable to the ORGANIZER for any loss or damage to the SITE by reason of fault or negligence of the PARTICIPANT, its representatives or employees. The ORGANIZER recommends that PARTICIPANT's merchandise not be left at the SITE overnight or while Bazaar is not in operation.

CARE OF THE BOOTH –The PARTICIPANT shall keep his/her/its booth clean and free from any obnoxious odor. Disposal of any trash or refuse shall be deposited only at the designated receptacles. SMOKING at the SITE is strictly prohibited.

CREDITCARD FACILITIES – The ORGANIZER is not making arrangements with any credit card company or facility. However, the PARTICIPANT may enter into arrangements with any credit card company or bank to facilitate credit card purchases of buyers. The PARTICIPANT expressly acknowledges the ORGANIZER shall not be liable for any loss or damage that the PARTICIPANT may incur by reason of fraudulent credit card transactions. Furthermore, the PARTICIPANT shall hold the ORGANIZER free and harmless from any liability from claims made by third persons arising from such transactions.

INGRESS/EGRESS – Ingress will be on Friday, November 15, 2013 from 6:30am until 9:30am. Egress will be from 3:00pm to 5:00pm on Saturday, November 16, 2013. The PARTICIPANT shall be allowed to pull out its goods, merchandise and other effects from the SITE only after close of the operating hours of the Bazaar. The PARTICIPANT shall remove any and all merchandise, goods and effects, including display fixtures from the SITE without damaging the SITE or any of its appurtenances. PARTICIPANTS who have not settled full payment or who have pending issues shall not be allowed to set up their booths.

COMPLIANCE WITH RULES & REGULATIONS -- The PARTICIPANT shall, at all times comply with the rules and regulations promulgated by the ORGANIZER, Dasmariñas Village Association, Inc. The ORGANIZER reserves the right to dismiss any individual to leave the event premises, whether guest or PARTICIPANT, who compromises the event with disruptive behavior, words and actions, which may lead to disreputable conduct.

ASSIGNMENT/SUB--LEASE – The PARTICIPANT shall not, without the express written consent of the ORGANIZER, assign or sub lease its rights to participate in the Bazaar. The ORGANIZER reserves the right to refuse entry of such sub--- lessee or assignee of the PARTICIPANT.

I hereby acknowledge that I have read and understood the above terms and conditions and I agree to be bound by the same. I also acknowledge that my accomplishment of this application and conformity to the terms and conditions does not automatically ensure my participation in the DVA Gift Market Bazaar.

CONFORME:

PARTICIPANT

DATE