

Vendor Table Program Terms

This Vendor Table Program Agreement ("Agreement") outlines the terms and conditions for the BSA Vendor Table Program. By completing this purchase, you agree to abide and be bound by the terms and conditions set forth in this Agreement.

Description

BSA in conjunction with the Student Activities Office of Brown University is providing a service whereby businesses and vendors ("Client") may rent a table in the lobby of J Walter Wilson for 3 or 6 hours time periods between the hours of 9:00 AM and 5:00 PM. A Client who rents a table may use the table to advertise or sell their products.

No Guarantee

Neither BSA nor Brown University guarantees that a Client will sell any product or service as a result of renting a table.

Policies

The Client agrees to not sell any products or services related to violence, weaponry, drugs, alcohol, and graphic & sexually explicit material.

Food & Drink Policy:

- Due to Brown FIRST initiative, Client may NOT sell or distribute any types of food or drink without express written permission from BSA.
- If no express written permission is given, Client may still advertise his or her food or drink products as long as it does not involve directly giving students food or drink (i.e. giving away coupons and pamphlets is acceptable but giving away samples is not acceptable).

Set-up and Take-down policy

- Vendors must check in with a BSA staff member at the Welcome Desk in the Stephen Robert Campus Center and provide payment of rental fee prior to setup.
- Electric power cords must be taped down securely. Cords are not permitted in thoroughfares.
- Vendors may advertise ONLY around their table. They may not leave any slips, posters, flyers, etc anywhere else on campus.
- Vendor activities around the table must be conducted in such a manner that traffic is not impeded. All business must be transacted at the table. No solicitation is permitted away from the table. Sound level (music, conversation, etc.) must not exceed a conversation tone level.
- No poster on walls, doors, windows, or glass surfaces of display cases.
- The table and the immediate area around the table must be cleaned of all trash and advertising materials daily before the client leaves. The Client understands, agrees to, and will explicitly communicate to its customers that Brown University and BSA are not responsible for and do not advocate or promote any of products or services sold during the rental period.

Furthermore, the Client agrees to the following advertising policies:

- Must not include material for which you do not have copyright permission.
- Must not include weaponry, violence, drugs, alcohol, graphic, and sexually explicit material will be rejected.
- Profane or derogatory language is prohibited, including replacing all or some of the letters of the intended text with symbols (such as #&!).
- Must abide by the political activity policy stated below

If the Client is found to be in violation of the above policies, then the Client will be asked to leave immediately without refund.

Term

The term of this Agreement shall commence at the beginning of the rental period specified in the order and end after the 3 or 6 hour purchased period.

Amount

The Client agrees to pay in cash \$75/hr for a 3-hour time slot or \$125 for a 6-hour time slot. Purchase must be completed on the Brown Marketplace at least 48 hours PRIOR to the beginning of the rental period. If the Client has rented for a 3-hour time slot and wishes to extend the reservation, the Client may extend their reservation at a rate of \$25/hr provided that the Client pays in cash prior to the termination of the original rental period at the Campus Center Information Desk.

Political Activity Policy

Brown University encourages and supports the free exchange of ideas and political viewpoints, as a nonprofit, private institution of higher education whose activities are regulated in part by Section 501(c)(3) of the Internal Revenue Code; the University is prohibited from engaging in partisan political activity or permitting its resources to be used for support of such activities. Any violation of this policy will result in revocation of the service without refund.

Competition

BSA reserves the right to provide this service to any other person, firm, corporation, or entity in connection with any product or service directly or indirectly competitive with or similar to any product or service of Client.

Revocation

Brown reserves the right to revoke this service at any time, including during the rental period, without refund if the Client engages in inappropriate sales and advertising activities which include but are not limited to violating terms and conditions of this Agreement, harassing potential customers, lying about products and services being offered, scamming customers, and engaging in non-competitive acts such as defaming other business.

Cancellations and Rescheduling

If Client wishes to reschedule a reservation, Client must notify BSA via email at reach@brown.edu 24 hours prior to reservation begin time. BSA will not accept reservation changes otherwise. BSA is not responsible for reimbursing Client or giving the Client extra rental time if Client fails to arrive on time to reservation. The rental time begins and ends as specified in the order unless rescheduled 24 hours prior to reservation begin time.

If Client wishes to cancel a reservation, Client must notify BSA via email to reach@brown.edu 48 hours prior to reservation time. The full amount less a \$20 cancellation fee will be refunded to the Client. Cancellations will not be refunded if Client fails to give BSA 48 hour notice.