

HUMAN RESOURCES ACHIEVEMENT PROGRAM



OFFICE OF THE CHIEF FINANCIAL OFFICER
VENDOR AGREEMENT

This Non-Profit Vendor Agreement (the "Agreement") is made and entered into as of the **[DATE]** by and between **Human Resources Achievement Program, Inc.**, a District of Columbia nonprofit corporation with its principal place of business at 1231 B, Good Hope Road SE, Washington DC 20020 (the "Event Organizer") and **[VENDOR]**, a **[STATE]** corporation with its principal place of business at **[ADDRESS]** (the "Vendor").

In consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

1. **Event.** The Event Organizer is organizing a Wine and Art Silent Auction Fundraising event to be held on December 2, 2023, at THEARC in Washington, DC
2. **Table Rental.** The Vendor agrees to rent a table at the Event for a fee of **[AMOUNT]**. The table will be in the **[AREA]** of the event space.
3. **Vendor's Responsibilities.** The Vendor is responsible for the following:
 - Setting up its table with its own tablecloth (Table & Chair will be provided)
 - Staffing its Table during the event hours.
 - Selling only its own products or services.
 - Complying with all applicable laws and regulations.
4. **Event Organizer's Responsibilities.** The Event Organizer is responsible for the following:
 - Providing the Vendor with a table and space at the event.
 - Providing security and clean-up services at the event.
 - Promoting the event to potential attendees.
5. **Termination.** Either party may terminate this Agreement at any time by providing written notice to the other party at least 5 days in advance.
6. **Miscellaneous**
 - This Agreement will be governed by and construed in accordance with the laws of the District of Columbia.
 - This Agreement may not be amended or modified except in writing signed by both parties.
 - If any provision of this Agreement is held to be invalid or unenforceable, such provision will be struck from this Agreement and the remaining provisions will remain in full force and effect.

This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior or

contemporaneous communications, representations, or agreements, whether oral or written.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

Human Resources Achievement Program, Inc.

By:

Name: Ernesto Rodriguez

Title: Chief Executive Officer

[VENDOR]

By:

Name:

Title: