

VENDOR DEMO AGREEMENT



Vendor (legal entity name): _____

Vendor Contact Name/Title: _____

Vendor Contact Phone/Email: _____

Demo Company: _____

Demo Representative Name: _____

Demo Representative Phone/Email: _____

Vendor will comply with the following demo requirements:

- Vendor must schedule demos with Ellwood Thompson's (E.T.) Demo Coordinator.
- Vendor may only demo products that E.T. carries.
- Vendor must communicate to its E.T. Department Manager at least 5 days in advance of scheduled demo to confirm product availability.
- Vendor must give Demo Coordinator 24 hours notice for canceled demos via telephone and email. Exceptions are allowed in cases of emergency.
- Vendor must arrive, set up and be ready to present at their scheduled demo time.
- Demo time slots are 2-4 hours in duration. Vendor must stay the entirety of their scheduled demo time.
- Vendor must remain standing during demo. No sitting down
- **Vendors must not use cell phones while presenting. Our stewards are not allowed to have visible cell phones in the store, and we ask that vendors give our customers the same courtesy. Absolutely no texting at the demo station.**
- Vendors must report to the Manager on Duty at the Customer service desk upon arrival.
- Vendors must bring own gloves, cups, etc. Trash can and table will be provided, unless otherwise stated.
- Vendor must bring own product to sample or coordinate in advance with its Department Manager to purchase products off the floor (exceptions for beer, wine and cider).
- If a signature is required at completion of demo, please ask the Demo Coordinator to sign it. If unavailable, then ask the Department Manager or Assistant Department Manager.

Failure to comply with these terms may result in loss of sampling privileges and/or removal of product from store.

VENDOR DEMO AGREEMENT



Please check the appropriate statement below:

Vendor has read and agrees to comply with this Agreement.

Vendor has read and does not agree to comply with this Agreement.

IN ORDER TO PARTICIPATE IN DEMO EVENTS, THIS COMPLETED SIGNATURE PAGE MUST BE RETURNED TO THE ELLWOOD THOMPSON'S DEMO COORDINATOR. FAILURE TO CHECK EITHER BOX ABOVE WILL BE DEEMED TO BE ACCEPTANCE BY VENDOR OF THIS AGREEMENT WITHOUT MODIFICATION.

Demo Representative Signature

Date

Demo Representative Name (Please print)

FOR OFFICE USE ONLY:

Department:

Date Received:

Notes: