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# NORTHLAKE KIOSK RENTAL

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THIS IS AN INDOOR VENUE. EVENTS ARE RAIN OR SHINE.

VENUE ADDRESS: 6801 NORTHLAKE MALL DR, CHARLOTTE, NC

RENTAL: CART/KIOSK RENTAL

SETUP LOCATION: VENDORS WILL BE ASSIGNED A CART ALONG THE MAIN TRAFFIC PATTERN.

ARRIVAL TIME: AN ARRIVAL WINDOW WILL BE EMAILED TO EACH VENDOR NO LESS THAN 48 HOURS PRIOR TO EACH EVENT. THE ARRIVAL WINDOW IS TYPICALLY 1 1/2 HOURS PRIOR TO THE EVENT. YOU MUST ARRIVE WITHIN YOUR ASSIGNED WINDOW. LATE ARRIVALS MAY BE DENIED SETUP. NO REFUNDS WILL BE ISSUED FOR LATE ARRIVALS OR NO-SHOWS.

CHECK-IN: VENDORS MUST CHECK-IN UPON ARRIVAL. A MAP WILL BE PROVIDED TO SHOW THE CHECK-IN LOCATION. THERE IS NO CHECK-IN ON SUNDAY. YOU MUST SETUP IN THE SAME LOCATION. YOU MAY NOT MOVE LOCATIONS.

LOAD/UNLOAD: VENDORS MUST LOAD AND UNLOAD AT THE DESIGNATED LOCATION. THIS WILL ALSO BE NOTATED ON THE MAP PROVIDED IN THE VENDOR INSTRUCTIONS EMAIL. VENDORS NEED THEIR OWN CART/WAGON TO BRING IN THEIR ITEMS.

BREAKDOWN: VENDORS MUST STAFF THE KIOSK DURING MALL HOURS. FINAL BREAKDOWN BEGINS AT MALL CLOSING ON SUNDAY. VENDORS MAY STORE INVENTORY AND LOCK KIOSKS OVERNIGHT ON FRIDAY AND SATURDAY.



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SIGNAGE: VENDORS MUST USE TABLETOP OR TABLECLOTH SIGNAGE. POP UP BANNERS ARE NOT PERMITTED. ALL SIGNAGE MUST BE PROFESSIONALLY PRINTED. NO HANDWRITTEN SIGNAGE IS PERMITTED.

INSURANCE: QC SOCIALITE PROVIDES ALL INSURANCE AS REQUIRED BY THE VENUE. HOWEVER, IF YOU DAMAGE YOUR CART OR ANY OTHER MALL PROPERTY, QC SOCIALITE LLC WILL HOLD YOU FULLY RESPONSIBLE FOR ALL COSTS ASSOCIATED WITH THE DAMAGE.

BALLOONS: BALLOONS ARE PROHIBITED.

QC SOCIALITE AND NORTHLAKE MALL WILL NOT BE HELD RESPONSIBLE FOR MISSING, LOST OR DAMAGED INVENTORY, SUPPLIES OR MATERIALS. YOU ARE SOLELY RESPONSIBLE FOR KEEPING UP WITH YOUR PROPERTY.

ALL VENDORS ARE TO BE RESPECTFUL OF ONE ANOTHER, THE VENUE AND THE EVENT COORDINATION TEAM. QC SOCIALITE AND THE VENUE RESERVE THE RIGHT TO REMOVE ANY VENDORS THAT DO NOT FOLLOW THESE GUIDELINES.

QC SOCIALITE AND NORTHLAKE MALL RESERVE THE RIGHT TO REMOVE AND BAN ANY VENDORS THAT FAIL TO COMPLY WITH RULES AND REGULATIONS. NO REFUNDS WILL BE ISSUED.

BY COMPLETING THE VENDOR AGREEMENT AND SUBMITTING PAYMENT, YOU AGREE TO ABIDE BY ALL REGULATIONS SET FORTH ABOVE.