

Dear Prospective Vendor:

On **Tuesday, February 28, 2006,** "Ladies Night Out" is coming back to Beeville, and I know that you will want to participate in this annual event. Last year over 250 ladies enjoyed Cajun food, drank wine, and learned about all the wonderful services offered in our community. It was fun for all! This year's event will be held at the Texas Grand.

The CHRISTUS Spohn Health System Foundation generates philanthropic support for the Health System. This year's "Ladies Night Out" will help raise money for the emergency room lobby furniture and side chairs for the treatment rooms at the CHRISTUS Spohn Hospital- Beeville.

We know that you will want to showcase your products and services at this event! For the nominal fee of \$25.00, you will receive two (2) entry tickets for you & one assistant to the event. In addition to the cost of the booth, we ask that each vendor donate an item or service for the evening's drawings. What a wonderful, inexpensive way to reach your customers and find potential new ones!

All gifts to the Foundation are tax deductible to the full extent allowed by law. A vendor form is enclosed. Please send it to Teresa Holland, 300 W Hutchinson, Beeville, TX 78102. Please do not hesitate to contact Teresa Holland at 358-1550 should you need any additional information about our event.

Thank you in advance for your thoughtful consideration of this request.

Sincerely,

Teresa Holland Ladies Night Out Committee



## Vendor Sales Agreement

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Beeville, TX 78102

## Please keep for your records:

We are delighted that you are interested in participating in the 3<sup>rd</sup> Annual Beeville Ladies Night Out. Our past vendors have found this event to be beneficial to growing their business/ organization. To make the event enjoyable by all, we ask the vendors agree to follow the below terms.

## Vendor Terms of Agreement

- The committee will try to accommodate your needs but cannot guarantee placement of your booth.
- Vendors will receive (1) 8' table. Additional tables can be rented for \$15.
- Each table will receive 2 chairs. No other items will be provided by CHRISTUS Spohn.
- Vendors must decorate their booth. You may start to set up at 2:00 pm. Vendors must be in place by 5:00 pm for the sponsor's event.
- A person must be present at the table offering information/ services during the hours of 5:30-8:30.
- With your booth rental, you are entitled to 2 persons in the event to work your booth. If you require more workers, you must purchase tickets for them at the rate of \$25.
- Each person working the event is entitled to food and beverages given out to the guests.
- Tear down starts at 8:30. Your booth and services/ products must stay up until that time.
- It is requested that each vendor donate at least one (1) item for a drawing that will be held at the end of the evening.
- The Vendor further agrees that participation at this event is at the discretion of the CHRISTUS Spohn Health System Foundation and is clear of any further obligation or cost on their part.

If for some reason, you find that these terms cannot be met, please contact the event chair, Lou Adele May (361-358-1307), to ask for special provisions.

Thank you for your interest.