

MAFA 2025 VENDOR AGREEMENT

1. The term of this agreement shall commence on June 25, 2025 at 2 p.m., and shall end on June 29, 2025 at 2 p.m..
2. MAFA will assign spaces based on vendor application requirements and the general appearance and overall planning of the MAFA Marketplace.
3. If the booth space leased by a vendor is not occupied by the time set for completion of displays, June 26, 2025 at 12 p.m., such space shall be considered canceled and MAFA reserves the right to use the space as it sees fit, or to re-let such space. The vendor shall remain liable for the rental in full.
4. With regard to Vendor eligibility:
 - a. MAFA reserves the right to determine the eligibility of vendors based on products intended to be sold and booth design provided by the vendor on the Vendor Application and booth photograph. Acceptance is at the sole discretion of MAFA.
 - b. Vendors shall not solicit business in the aisles or in booth(s) other than their own.
 - c. The Vendor agrees to observe the laws of the jurisdiction in which the building is located.
 - d. The Vendor shall conduct him/herself in a manner considered proper for the welfare of MAFA, other Vendors, and Attendees. Equipment and/or sound should be operated at an acceptable level to be determined at the discretion of MAFA, which reserves the right to take the action deemed necessary.
 - e. At least one person should be in the booth space during all hours in which the Vendor Hall is open.
 - f. MAFA reserves the right to take what action is deemed necessary to see that the provisions of this agreement are met, up to and including the termination of the Vendor Agreement and retention of the full amount of monies paid by the Vendor.
5. With regard to booth space:
 - a. The Vendor will be responsible for the arrangement of products and displays within its own booth.
 - b. Products and displays must remain within the confines of the allotted booth space rented and may not extend into the aisles.
 - c. No Vendor may dismantle their display until Saturday of the Conference at 6:00 p.m.. Failure to comply may be cause to revoke future exhibiting privileges with MAFA.
 - d. The Vendor agrees to have removed all display goods and properties from the show building by 2 p.m. on Sunday of the Conference. The Vendor will be responsible for all expenses incurred by the failure to meet this portion of the agreement.

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6. With regard to unloading/loading procedures:
 - a. Vehicles should be unloaded/loaded in a timely fashion. Please be courteous and treat other vendors the way you wish to be treated as you unload/load your vehicle.
 - b. Loading area and set-up/take-down times will be sent prior to the conference.
7. Cancellation:
 - a. Vendor space canceled prior to January 31, 2025, is subject to a 20% cancellation fee.
 - b. Vendor space canceled February 1 - April 4, 2025, is subject to a 50% cancellation fee.
 - c. Vendor space canceled after April 4, 2025 will forfeit the full payment.
 - d. In the event a vendor cancels, MAFA reserves the right to use the space as it sees fit, including re-letting the space to another vendor.

Code of Conduct: <https://mafafiber.org/conferences/mafa2025/faqs/#conduct>

MAFA is committed to inclusiveness as we pursue our objectives of supporting member guilds, promoting education in the fiber arts, and presenting our biennial conference. We welcome all who share our goals and who agree to treat others with respect and courtesy. We reserve the right to remove from the conference any attendee who does not comply with this code of conduct. Participants agree to this code of conduct by attending the conference.

MAFA has a ZERO TOLERANCE POLICY for harassment of any kind. If a person engages in harassing behavior, MAFA board or committee members will take prompt action in any form they deem appropriate, including removal from any and all MAFA workshops and events with no refund. Our policy applies to EVERYONE at the conference. Attendees, instructors, speakers, vendors, and MAFA personnel will be held to the same standards and disciplinary actions.

- Any behavior that is illegal, disruptive, unsafe, discriminatory, or that causes excessive discomfort to other attendees and guests is prohibited.
- All instructions given by MAFA Conference organizers, Millersville University staff and agents, and law enforcement officers must be followed.
- Drugs, weapons, and items that may be mistaken for weapons are prohibited from all conference venues, and events.
- Alcohol is prohibited from public Conference venues, unless provided by Millersville University.
- Please respect the intellectual property of our instructors and lecturers. Do not share workshop handouts or class materials without prior permission of the instructor.

We wish everyone a safe and enjoyable conference experience. If you believe a conference participant is not complying with the code of conduct, please text (preferred) or call the MAFA hotline number which will be posted on the main conference page shortly before the conference.

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MAFA Photo Policy: <https://mafafiber.org/conferences/mafa2025/faqs/#photo>

- As a participant, I understand that my image may be used in association with additional editorial or promotional materials without compensation or credit. In consideration of my appearance, and without my further consideration, I hereby grant permission to utilize my image in connection with said promotional and editorial materials in any and all manner and media through the world in perpetuity.
- I expressly release MAFA and its volunteers from and against any claims that I have or may have for invasion of privacy, defamation, or any other cause of action arising out of production, distribution, broadcast, or exhibition of this event.
- I agree that all resulting intellectual property is the sole property of MAFA.

Your payment for a vendor booth will serve as your acknowledgement that you have read and will abide by this Vendor Agreement.

If you have any questions, please contact the Vendor Coordinator at vendors@mafafiber.org.