

Baton Rouge Pride, Inc | Rainbow Exchange Terms and Conditions 2025

Preface

This document outlines the rules and regulations set for the Baton Rouge Pride Fest, hereafter referred to as ORGANIZER, and you, the business (Business, Community Resource, or Artist), hereafter referred to as COMPANY, taking part in Baton Rouge Pride Fest, hereafter referred to as EVENT. By taking part in the EVENT, all parties agree to abide by the rules and regulations set forth.

Event Details

The EVENT will take place on Saturday, June 28, 2025, from 11:30 AM until 7:00 PM at the Raising Cane's River Center, hereafter referred to as VENUE, located at 275 S River Rd, Baton Rouge, LA 70802.

I. Setup Time

- A. The ORGANIZER will have everything ready for the COMPANY to set up by 9:00 a.m on Saturday, Jun 28, 2025
- B. The COMPANY must arrive no later than 11:00 am and have everything in place by 11:30 a.m. so all spaces are ready to greet patrons when the event officially begins at 12:00 p.m.
- C. Should COMPANY arrive after 11:00 am, they hereby forfeit their space within the Rainbow Exchange and any funds paid to the ORGANIZATION for the EVENT unless prior arrangements are made with the ORGANIZATIONS.
- D. The COMPANY may arrange a setup time the day before the EVENT, if needed, at an additional cost.
- E. The COMPANY is asked to stay till 4:30 p.m. on the day of the EVENT. Space is available until 7 PM, so please stay and enjoy yourselves.

II. Table and Booth Setup

A. Sizes

1. Tables: Measure 30 inches by 96 inches (2.5 feet by 8 feet and will come with two (2) chairs with a simple plastic tablecloth. You may only use the space on the table and under the table. Nothing can be on the sides, in front of or behind the table, per fire marshal. No items are to be placed in the walkways, behind or sides of tables. **NO tailgate tents.**
2. Booths: Measure 10 feet by 10 feet and come with one table that measures 72 inches by 30 inches (2.5 feet by 8 feet), and two (2) chairs with simple plastic tablecloths on each table. You may use this space however you like. Plus pipe and Drape (8 ft tall behind the table and 3 ft tall on the sides, the front is open for access into the booth.)
3. Double Booths: Measure 10 feet deep by 20 feet wide and come with up to four (2) tables that measure 72 inches by 30 inches (2.5 feet by 6 feet), and four (4) chairs with simple plastic tablecloths on each table. You may use this space however you like. Plus pipe and Drape (8 ft tall behind the table and 3 ft tall on the sides, the front is open for access into the booth.)

B. Electrical

1. May be purchased up to two weeks ahead of the EVENT.
2. Electrical may not be added on or after June 15, 2025.

C. Attaching items:

1. Any banners to be hung should be draped from your table and affixed with spring clips or banners; other backdrops may be displayed on easels or banner stands where space is available.

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2. COMPANY is not allowed to mount anything to walls or partitions in the venue or to use any materials that will damage surfaces or leave permanent marks.
3. Nothing may be taped, pinned, stapled, or otherwise attached to walls/wall surfaces in the building. Anything attached to tables must not damage tables or any rented covers.
4. COMPANY will be financially responsible for any damages to the venue property.

III. Assets

Assets such as RVs or trailers may only be used if the COMPANY is a sponsor of the EVENT at the RED level. (See Sponsorship rates on www.batonrougepride.org).

IV. Limits on the Sales of items

- A. COMPANY is prohibited from selling any pride flag of any kind or any size. These items are restricted to only be sold by ORGANIZER. COMPANY may sell any other pride-related items that are not food or beverage.

V. Security

- A. The VENUE has an extremely strict security policy which the ORGANIZER must follow.
 1. Before 11:00 am, every item that enters the VENUE must be inspected; every box, bag, suitcase, or other container brought in must be checked. Plan accordingly if you will be bringing in a large number of items.
 2. After 11:00 a.m., we must follow the VENUE rules for the public: clear purses, no bags, no strollers. Full guidelines are available on the VENUE'S website.

VI. Unloading

- A. COMPANY can pull into the unloading area to unload.
 1. COMPANY will not be allowed to park in that area for no more than 15 minutes; after 15 minutes, vehicles may be towed at the owner's expense.
- B. Loading Dock Usage is reserved for Sponsors Only
- C. Parking will be available on nearby streets or in the River Center parking garages. Please note that the City-Parish government – not ORGANIZER – may charge event parking rates for the River Center garages.

VII. Food and Beverage

- A. COMPANY is not allowed to sell food or beverage products, unless they have signed the agreement as a food vendor.

VIII. NO Glitter and Confetti

- A. Glitter and Confetti are not allowed in the VENUE and, thus, at the EVENT.
- B. Should the COMPANY be found to have these items, they will be asked to dispose of them.
- C. Should the VENUE charge an additional cleanup fee for Glitter and Confetti found at the COMPANIES table and/or booth, the COMPANY takes full fiscal responsibility and will be required to pay this to the ORGANIZER via cashier's check or money order by July 10, 2025, any payments made after July 11, 2025, will be subject to a 15% late charge compounded every 30 days—minimum fee of \$5,000.

IX. Placement

- A. ORGANIZER cannot guarantee the COMPANY any location.

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B. Placement will be available to the COMPANY no later than five (5) business days before the event begins.

X. **Payment**

ORGANIZER can accept the following as a Form of Payment from COMPANY:

A. Business Checks made payable to "Baton Rouge Pride, Inc"

1. NSF: Any returned business checks will be subject to a \$50 fee in addition to the total purchase price of their agreed-upon sale price.
2. Fees must be paid via Credit Card or ACH within ten business days of email notification from ORGANIZER. Any COMPANY that has a check returned will no longer be allowed to pay ORGANIZER with a business check in the future.

B. Cashier's checks

C. ACH

D. Wire: Wires require an additional charge of \$20 on top of any other agreed-upon amounts.

E. Credit cards (Visa/MasterCard/Discover/Amex) via an electronic invoice

ORGANIZER will never ask for the COMPANY's payment details via phone, text/SMS, or email. All payment details must be provided via our 3rd party vendors to ensure payment and identity security.

XI. **Adjustments to This Document**

The ORGANIZER may adjust this document at any time to meet any additional changes set forth by the VENUE. The organizer must give COMPANY a ten-business-day notice of any changes via email to the email address provided on any applications.

A. Exceptions:

1. The ORGANIZER may not make any changes to pricing that is set forth in section X of this document.
2. The ORGANIZER may increase the NSF fee at any time.
3. The ORGANIZER may change acceptable forms of payment at any time.

XII. **Indemnification**

COMPANY hereby agrees to indemnify, defend and hold harmless ORGANIZER and its officers, directors, employees, attorneys, agents, servants, volunteers and assigns, and each of them, from any and all actions, causes of action, claims, damages, losses, liabilities, obligations, judgments, liens, indebtedness, costs, attorney fees, injuries or others, claims which form the basis of pending litigations, and demands of whatever kind or character which may result and/or arising from the EVENT. If the COMPANY sells or discontinues business before or after the EVENT, payment amounts due under this agreement shall not be waived. COMPANY agrees to hold ORGANIZER and VENUE harmless of any damages to COMPANY's property or any injuries to COMPANY'S staff or volunteers while at the EVENT. The signer of this agreement warrants that he/she/they are the owner, officer, or duly authorized agent of the COMPANY with full authority to bind COMPANY hereunder. By executing this Agreement, COMPANY warrants and represents that he/she/they have read all of the foregoing in its entirety.