



Pittsburgh Downtown Partnership 2020 Terms and Conditions for Holiday Pop-up Applicants:

1. The PDP reserves the right to reject an application if we feel that it is unfit for any reason.
2. Vendors must provide the PDP with a valid Certificate of Insurance and a PA Sales Tax ID Number.
3. Vendors are fully and solely responsible for all damages or loss of their items, merchandise, and equipment regardless of circumstance. Vendors shall retain appropriate insurance to cover any damage or loss, including caused by transportation, theft, wind, rain, snow, fire or from any other causes. PDP does not provide any insurance to cover the products sold by a vendor or the activities of a vendor, his or her employees, or agents.
4. Vendors are required to provide the PDP with a Certificate of Insurance providing \$1,000,000 in minimum general liability, listing the Pittsburgh Downtown Partnership as additional insured (additional requirements by specific landlord/ owner may also be required). Proof of insurance and tax ID number are due by October 31, 2020.
5. The pop-up must be in full operation from Friday, November 27.
6. Vendors will be required to bring all pop-up set up materials including, not limited to: tables, chairs, extension cords, drapes, lighting, space heaters, shelving, furniture, decor, payment system, signage, etc.
7. Vendors must agree to open their shop to the public at a minimum of 5 days per week, including operation on Saturdays.
8. Vendors must agree to participate in the PDP's Holiday Shopopoly event (timing and details TBD) and Small Business Saturday event on Saturday, November 28 and remain open for business from at least 11:00 a.m. – 5:00 p.m. on this day.
9. Vendors will be responsible for making sure their pop-up is staffed during operating hours. Vendors will be held responsible for any resulting damage or theft from failure to do this.