

Bronxville Chamber of Commerce
PO Box 163
Bronxville, NY 10708

January 1, 2022

Re: Letter Agreement

1. This letter is an agreement (“Agreement”) between Pascale Le Draulec (Director”) having a mailing address at 56 Sheldon Place, Hastings On The Hudson, NY 10706 and the Bronxville Chamber of Commerce having a mailing address at PO Box 163, Bronxville, NY 10708 (“Chamber”) dated as of January 1, 2022.
2. This Agreement shall have a twelve (12) month term (“Term”) and shall automatically renew for additional Term unless either party gives the other a written non-renewal notice to the other three (3) months prior to end of the Term.
3. The Director acknowledges having many years of experience operating “Farmer’s Markets” in Westchester County.
4. The Director shall operate the Farmers’ Market in Bronxville (“Bronxville”), New York in substantially the same manner as the Director has operated other Markets in Westchester in doing, among other things, the following:
 - a. Operate the Market on a weekly basis for a minimum of 28 Saturdays, including July 4th, if it falls on a Saturday;
 - b. Determine the hours of operation of the Market provided the Market shall be open a minimum of 4.5 hours;
 - c. Have a responsible person paid by the Director on site at the Bronxville Market 1 to 1 ½ hours prior to the opening of the Market and until the last Vendor has left the site of the Market;
 - d. Select vendors;

- e. Collect weekly or monthly stall fees. A one-time non-refundable "Registration" fee is needed when vendor commits to be vendor and their paperwork is sent in from Vendor. Provide a weekly written report of fees collected by stalls to Chamber.
- f. Deposit fees received from Vendors into a bank account identified by a Chamber representative in a reasonably timely manner. Cash received from Vendors shall be deposited the day of market and a record of cash received shall be provided in a list by vendor.
- g. Coordinate with the Bronxville Police with regard to traffic and parking. Coordinate with Department of Public Works for saw horses, banker and street cleaning.
- h. Obtain Certificates of Insurance in the amounts customarily obtained from Vendors in other markets managed by the Director from all vendors that have the following phrase typed on the Certificate of Insurance:

"The Bronxville Chamber of Commerce and the Village of Bronxville are hereby named as additional insured for Farmers' Market held in Bronxville".

- i. Provide an incidental expense report on a monthly basis.
 - j. Create and insert content and updates related to Farmers' Market events, vendors, and blog onto Farmers' Market website. Farmers' Market website is owned and maintained by the Bronxville Chamber, which provides access to the "Director".
5. Chamber shall pay the Director an annual amount of twenty six thousand and six hundred dollars (\$26,600) payable on a monthly basis (\$2,216.67) for a period beginning January 1, 2022 and ending December 31, 2022. This will include managing musicians.
 6. This Agreement represents the entire understanding of the Parties, and no modifications or additions thereto have been agreed to or will be binding hereafter unless executed in writing by all of the Parties hereto.
 7. This Agreement may be executed in any number of counterparts, each of which shall be deemed one and the instrument. Signatures sent by e-mail or by facsimile are binding.

8. Any notices required or permitted to be given under this Agreement shall be sufficient if in writing, if delivered personally, or if sent by registered or certified mail to the address of the Party set forth above.

9. Each Party represents and warrants to the other Party that they have had the full opportunity to seek advice and representation of independent counsel of each Party's respective choosing in connection with this Agreement and have either received such advice or in the judgment of each respective Party have decided not to seek such advice.

Please indicate your agreement to the foregoing by signing in the place indicated below.

Very truly yours,

The Bronxville Chamber of Commerce

By: Leah Caro
President Leah Caro

Date: 06/09/2022

Agreed: Pascale Le Draoulec 06/09/2022
Pascale Le Draoulec



Envelope Data

Subject: Updated Famers Market Contract
Documents: Bronxville Farmers Market Contract 2022.pdf
Document Hash: 35762978
Envelope ID: ENV69410960-4171-DECC-1222-CCAC
Sender: Melanie DAngelo
Sent: 06/09/2022 16:50 PM UTC
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Access Authentication: None
Email Access Code: Unchecked
Email Verification: Not enabled

Recipient(s) / Roles

Name / Role	Address	Type
Melanie DAngelo	melanie.d@dcranieri.com	Sender
Pascale Le Draoulec	pascale.eatmywords@gmail.com	Signer
Leah Caro	caro@parksterlingrealty.com	Signer

Document Events

Name / Roles	Email	IP Address	Date	Event
Melanie DAngelo	melanie.d@dcranieri.com	173.68.103.69	06/09/2022 16:50 PM UTC	Created
Pascale Le Draoulec	pascale.eatmywords@gmail.com	69.116.54.173	06/09/2022 17:16 PM UTC	Signed
Leah Caro	caro@parksterlingrealty.com	71.183.119.33	06/09/2022 17:26 PM UTC	Signed
			06/09/2022 17:26 PM UTC	Status - Completed

Signer Signatures

Signer Name / Roles	Signature	Initials
Pascale Le Draoulec		
Leah Caro		