

COUNCIL ACTION FORM

Meeting Date: February 13, 2020

Staff Contact: Fred Sherman, CAO / City Clerk

Agenda Item: Vendor Contract for Easter Egg Scramble event, to be held on Saturday, April 11, 2020.

Background / Description of Item:

The Community Easter Egg Scramble is scheduled to be held on Saturday, April 11 at 3:00 p.m. at Joe D. Dennis Park, 50th and Rainbow Blvd.

The following vendor contract will need to be executed this events:

- Creative Carnivals & Events, LLC – balloon artists

The WalMart Neighborhood Market in Westwood donated the candy and treats in the eggs for this event.

Staff Recommendation:

Authorize the Mayor to sign the vendor contract, subject the City Attorney review, for the Easter Egg Scramble event to be held on Saturday, April 11, 2020.



A Kansas Amusement Ride Act Compliant Company
11121 W. 87th Terrace, Overland Park, Kansas, 66214
Phone: 913-642-0900 Fax: 1-888-310-0031
www.CarnivalLady.com

RENTAL & ENTERTAINMENT AGREEMENT (Page 1)

Fed ID# 48-1244510

We accept payment by cash, check, ACH transfer or credit card.
You must request a link to be sent to you for an ACH transfer or credit card payment.

Contract Created: 02/11/2020
Easter Event
Ref #: 041120BA^
Customer and Contact Name:
City of Westwood [2020 Abby Schneweis]
4700 Rainbow Blvd
Westwood, Kansas 66205
Contact Phone: 913-362-1550 W
Contact Alt Phone: 785-623-8541 C
Customer Phone: 913-362-1550 BS
Email: abby.schneweis@westwoodks.org

Billing Summary:

Sub-Total:	\$270.00
Total:	\$270.00
Deposit Required:	\$100.00
Deposit Due By:	02/25/2020
Balance Remaining Before Deposit:	\$ 270.00
Balance Due By:	04/11/2020

Event Location:
Joe Dennis Park
5050 Rainbow Blvd
Westwood, Kansas
United States

Event Date(s):
Saturday, April 11th, 2020 2:45PM to
Saturday, April 11th, 2020 3:45PM

Number of Guests: **Surface:** Grass or Indoors

Event Notes: *2 Balloon Artists from 2:45-3:45 pm.
*Customer acknowledges and accepts the services described, and authorizes payment for this contract.

Signature

Date

Services/Equipment Rented

Entertainers

- [2] Balloon Artists \$270.00



Creative Carnivals & Events, LLC
 Phone: 913-642-0900
 Fax: 1-888-310-0031
 Email: sondra@carnivallady.com
www.CarnivalLady.com

Invoice 13478

Reference: 041120BA^
 Invoice Date: 02/11/2020
 Due Date: 02/25/2020

Billing Info
City of Westwood ATTN: 2020 Abby Schneweis 4700 Rainbow Blvd Westwood, Kansas 66205 913-362-1550 W

Event Info	
Joe Dennis Park 5050 Rainbow Blvd Westwood, Kansas	Start: Sat, 04/11/2020 End: Sat, 04/11/2020
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Item	Qty	Total \$
Balloon Artists	2	\$270.00
	Total	\$270.00
	Payments Received	\$0.00
	Remaining Balance	\$270.00
	Minimum Due	\$100.00

Creative Carnivals & Events, LLC, 11121 W. 87th Terrace, Overland Park, Kansas 66214



BALLOON ARTIST

- Creative Carnivals' artists will be focused on providing a “1 on 1” experience with your guests. Volunteers are required to maintain line control and to monitor the behavior of your participants. CC&E can supply a line manager upon request for a nominal fee.
- The client is responsible for any parking fees and will provide reasonably close parking for the artists to park and unload.
- Our entertainers need to be protected from wind, rain, cold or sun. If not indoors, please provide a tent or other appropriate structure. If necessary, entertainer tents can be provided for an additional charge.
- Please be sure the artists' area has good lighting. Parking lot and cell phone lights are not sufficient.
- If your event is a fund-raising situation in which tickets or cash are to be collected for entertainer services, a volunteer should be provided to do this for the entertainer.
- **Please note:** for the safety of our children, our entertainer's insurance delegates that we **do not** give balloons to children under the age of 3.
- A two-week cancellation or time-change notice is required for all entertainers. Any cancellation or schedule change occurring with less than the two-week notice will result in the customer being charged the full contract amount.
- Our balloon artists use latex balloons.