

Ford Amphitheatre Merchandise Sales

All merchandise sales must be approved by the Event Services Manager.

Licensee's merchandise (CDs, T-shirts, videos, etc.) may be sold on the day of the event. Licensee may choose one of three sales options:

- **Ford Staff Sales:** Merchandise may be sold by Ford staff. A 25% commission and 8.75% California sales tax will be deducted from total revenues. A settlement check will be sent to Licensee within 10 business days. Requests for Ford sales staff must be made 30 days in advance of the date of the event. Merchandise must be delivered to the Ford House Manager at least three hours prior to the performance. The Ford is not responsible for merchandise left at the theatre for more than 48 hours after the event.
- **Vendor Sales:** Merchandise may be sold by Licensee or vendor. A 25% commission will be deducted from total revenues. All merchandise vendors must pay Ford staff in full before leaving facility. A Ford sales inventory form must be completed at the opening and close of sales.
- **Buy-Out:** Merchandise may be sold by Licensee or vendor for a "buy-out" fee of \$100 for up to 4 vendors and \$25 per each vendor over four. Licensee is responsible to pay this "buy out" fee in cash or check (to "the Ford Theatre Foundation") before gates open to the theatre.