



VENDOR CODE OF CONDUCT

PARTNERSHIP ADDENDUM

This document serves as an official addendum to the Vendor Partnership Agreement executed between **Event Craft** and _____ (the "Vendor").

1. KEY OPERATIONAL RULES

No Direct Client Communication

Vendors must not contact clients directly regarding event details, pricing, adjustments, or service delivery metrics. All coordination and communication channels must be routed exclusively through the assigned Event Planner.

No Direct Payments

Vendors are strictly prohibited from soliciting or accepting payments directly from clients under any circumstances. All financial transactions and settlements are processed and disbursed solely through the Event Planner.

Confidentiality Compliance

Vendors must safeguard all sensitive client records, proprietary event frameworks, budgets, and non-public pricing tiers. No disclosure to external third parties is permitted without explicit prior written consent.

Exclusivity & Non-Marketing

Vendors may only represent themselves as authorized partners of the Event Planner when actively executing contracted events. Vendors must not market, pitch, or cross-promote independent services directly to clients during or after the contract period.

2. ENFORCEMENT & PENALTIES FOR BREACH

Violation Type	Contractual Consequence / Penalty
Direct Client Contact	₦500,000 penalty per documented incident.
Direct Payment Acceptance	Immediate contract termination and permanent blacklisting.
Confidentiality Breach	₦1,000,000 penalty and immediate agreement termination.

3. ACKNOWLEDGMENT & ACCEPTANCE

By affixing signatures below, both parties acknowledge, understand, and unconditionally agree to abide by the parameters and penalties detailed within this Code of Conduct Addendum.

Authorized Vendor Representative Signature

Event Craft Representative Signature

Date

Date