

Suwannee Valley Bluegrass Festival (SuwanneeFest)
Gilchrist County, Florida
April 20th & 21st, 2007

Festival Vendor Application & Agreement

Application Deadline: WHEN FULL! Spaces are limited so please sign up as soon as possible.

Name / Organization: _____

Contact Person: _____ E-Mail _____

Address: _____ City: _____ State: _____

Zip: _____ Phone: _____ Fax: _____ Website: _____

Emergency Contact: _____

Products to be sold:

Booth Fees are \$100.00 for an approximately 10X12 space. If a larger space is needed, please inquire. This price includes one Festival Weekend Pass, as well as free primitive camping, and parking. Additional Passes may be purchased at the price of \$30 per pass. Booths will come with available 110V 15 Amp service. **If you have different power requirements let us know in advance. Generators will not be allowed in the arena area. There are limited water hookups.** We will try our best to prevent duplication of services or products among vendors.

Electricity? _____ yes _____ no. **No Generators are allowed as booths are in the stage area.**

All spaces will be assigned at the discretion of the festival administration. Please fill out above completely and sign both forms.

Please make check or money order payable to:

Suwannee Valley Bluegrass
621 NE 2nd St
Trenton, FL 32693

You will be notified of your acceptance with a confirmation & information packet.

We reserve the right to ask you to remove any misrepresented items in your booth.

Signature: _____ Date: _____

By signing this agreement you expressly release Suwannee Valley Leagues, Gilchrist County Recreational Authority, the Gilchrist County FFA Alumni, or their agents ("SUWANNEEFEST"), as well as the owners of the festival sites of and from any and all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of exhibit space by the applicant(s) You agree to hold and SUWANNEEFEST, and the owner of the festival sites harmless of any loss or damage by reason thereof. You also agree to comply with all state and local regulations in the operation of your booth. You agree that you have read and agree with the BOOTH POLICIES outline in the attachment. SUWANNEEFEST may choose to terminate this agreement at any time if you choose not to abide by our BOOTH POLICIES. SUWANNEEFEST reserves the right to make changes to this agreement as needed. You understand your entry fee shall not be refunded in the event that you do not attend or if all or part of the show is canceled due to fire, calamity or any other act of God, public enemy, strikes, statutes or ordinances or any legal authority or any other cause beyond our control.

BOOTH POLICIES

Please read the following information carefully as these policies pertain to all vendors!

You should have:

- ▶ Quality merchandise.
- ▶ A well-maintained, safe area.
- ▶ Courteous, friendly, staff
- ▶ An attractive, and professional looking booth and display.

The appearance of your booth is critical to the overall atmosphere of the audience's perception of the event. We highly encourage imaginative booth designs, flags, banners, etc.

Booth Selection:

- ▶ Booths are selected based on the type and quality of the products you sell.
- ▶ We reserve the right to refuse anyone for whatever reason, and return fees.

Booth Placement:

- ▶ Is based on when your application is received and the type of product(s).

Event is rain or shine. Booth fees are non-refundable.

Craft Booth Fees (per 10'x10' space):

- ▶ Before April 1: \$100.00
- ▶ After April 1: \$125.00

Payment:

- ▶ Check or Money Order made payable to Suwannee Valley Bluegrass

For each individual space purchased, you will receive:

- ▶ A single story, 10'x12' (approximately) area for your booth setup.
- ▶ Approximately Ten to Twelve feet of frontage space open to the crowd.
- ▶ 1 NON-TRANSFERABLE vendor pass: ***You must buy additional wristbands for any extra employees over the age of 15. 15 and under are Free.***

Power:

- ▶ One (1) 110 volt outlet.
- ▶ Any additional power requirements must be purchased prior to the event.

Other Requirements/Information:

- ▶ If you require additional booth space, you must make **ADVANCE** arrangements and be prepared to pay for additional space. ***Please stay within the space you are assigned.***
- ▶ All equipment used in operating a booth during the event will be the responsibility of the vendor, including booth, tables, chairs, lighting, maintaining and removing booth materials, leftovers and trash.
- ▶ Please leave your area as clean as it was when you arrived.
- ▶ Bring your own extension chords, power strips, and lighting as needed.
- ▶ No propane lanterns allowed.

Setup/Breakdown:

- ▶ Please show up on time for load in or you will not be able to setup. You WILL NOT be able to set up before the times listed below!
- ▶ Booth must be completely set up, open, & ready for business when the gates open.
- ▶ Remain set up and open until the last band finishes and the crowd leaves.
- ▶ No early breakdown or late setup will be allowed. No exceptions!!!

Load in:

- ▶ Thursday 12PM

During festival hours: All paid and accepted vendors agree to operate and adequately staff a booth during the festival hours of:

- ▶ Friday: 3:00 pm until 11 PM
- ▶ Saturday: 11:00 am until 11 PM

Taxes:

- ▶ Local sales tax remittance is the sole responsibility of each vendor.

Signature: _____ Date: _____

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