

Fortville Lights On Main

December 3, 2016

Lights on Main Vendor Application Form

NO refunds will be made after November 25th, 2016

Location: Main St. Fortville, Indiana

Hours: Noon – 6 pm

Booth Specifications:

- **Setup time:** Saturday, December 3rd , **11:00 – Noon.**
- **OUTDOOR SPACE - \$50** for 1st space / additional spaces **\$25** each (10 x 10 space)
\$15 for Electricity – Please – Only Ask For Electricity if Needed

Festival Information & General Policies:

1. Vendors will be separated as best as possible based on type of items offered to sell. Acceptance to the festival does not grant or imply to any vendor as exclusive on items sold.
2. Items such as handmade arts, crafts, gifts, ornaments, stocking stuffers, food, etc., are encouraged.
3. The Fortville Action Festival Committee has banned the following items from the festival:
 - Snap-N-Pops - Crazy Foam & Silly String - Fireworks
 - Stink Bombs - Knives, guns, and/or any other weapon
 - Disappearing Ink - Water guns and Cap gunsThe committee also has the authority to ban other items if they are deemed unsafe or a nuisance. Any vendor attempting to offer the above banned items will be given only one warning to suspend sales.
Continued sales will result in the vendor being ejected from the festival without refund.
4. **INDIANA SALES TAX IS THE RESPONSIBILITY OF THE VENDOR. STATE INSPECTORS CHECK! BOOTH INSURANCE IS THE RESPONSIBILITY OF THE VENDOR.**
5. Vendor fees must accompany all applications and are deposited upon receipt. **NO EXCEPTIONS.**
6. All vendors must occupy the space provided and specified by the festival committee.
7. Vendors must provide their own tables, chairs, tents, lights and extension cords (if electricity is needed).
8. Vendors should be packed up and ready to leave by 7 pm.
9. Confirmation will be sent to you prior to the festival either by US Mail or e-mail. If you provide an e-mail address on your application, all correspondences will be by e-mail. Set up time will be provided with confirmation.
10. Vendors will not be permitted to set-up prior to Saturday morning at 11 am.
11. No parking will be permitted on the festival site except for loading and unloading. Parking area is still being determined at this time.

- 12. This is a rain or shine event and no refunds will be given.
- 13. Vendors assume responsibility for any items left on the festival site after hours.
- 14. Applications will be accepted until all spaces have been filled.
- 15. All exhibitors are expected to be open the hours of the Festival. **Booths must be set up by Noon on Saturday, December 3rd and remain up until 6pm that same day.**
- 16. **TENTS MUST BE OF FLAME-RETARDANT MATERIAL.**
- 19. **NO ANIMALS, EXCEPT SERVICE ANIMALS WILL BE ALLOWED IN FESTIVAL AREA!**

Vendor Application Form

***PLEASE PRINT LEGIBLY

NAME: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE NUMBER: _____ E-MAIL ADDRESS: _____

WEBSITE: _____

Describe the materials or services that are to be offered for sale (Supply Pictures if Possible):

Item	Description	Item Price	Quantity	Price
Outdoor Booth Space	10 x 10	\$50 for 1st space \$25 and additional space		
	Electricity: 110v \$15 PER OUTLET (bring your own extension cord) Ask for pricing on additional power			
		Grand Total Included		

EVENT PARTICIPATION AGREEMENT:

1. According to Indiana Fire Marshall Code 2401.2IFC 2003ED all tents must be flame retardant and shall have a permanent affixed label bearing the identification of size and fabric or material type. Each tent must also have a fire extinguisher of at least 2 ½ pounds.

2. In consideration of the foregoing, I, for myself, my heirs, executors and administrators, waive and release any and all rights and claims for damages I may have against any of the sponsors, organizers, Town of Fortville, and Fortville Action Inc. for any and all claims of damages, demands or loss actions whatsoever which may arise as a result of my participation in this event. Further, I grant full permission to any and all of the foregoing to use my likeness for any legitimate purpose whatsoever.

3. This event is organized for the enjoyment of the community and their families. Any vulgar, offensive, or inappropriate materials or behavior presented by participating vendors may result in removal of vendor from event without recourse or refund of costs incurred by vendor.

I have read the above and agree to abide by the Indiana Fire Marshall Code, the NEC and all other terms of this contract:

Authorized Representative's Signature _____ Date _____

Parent's or Guardian's Signature if under age 18 _____ Date _____

Entry form may be copied; however, incomplete/unsigned entries will not be accepted. The original signed copy must be on file with the Lights on Main Festival Committee and vendor fee must be paid prior to booth set up.

Please submit this application, along with your booth space fee (check or money order payable to Fortville Action, Inc.) prior to November 25, 2016 to:

**Fortville Action Inc.
Lights on Main
P.O. Box 424
Fortville IN 46040**

THIS ENTRY FORM IS NOT TRANSFERRABLE PLEASE

Contact Information:

Name: Sharon Beatson
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