



**Presented by The Hartselle Area Chamber of Commerce
September 21, 2019 (8:00a.m.-4:00p.m.)**

P.O. Box 817, Hartselle, Alabama 35640 – Festival located in Historic Downtown Hartselle

Artist, Non-Profit, Crafter, Vendor, Business Application:

NO KIDS AREA VENDORS THIS YEAR IF YOU SUBMIT AN APPLICATION

WE WILL RETURN IT TO YOU

NO REFUNDS AFTER August 15, 2019

DEADLINE – September 1, 2019

I am a: (Circle ONE) Artist Crafter Non-Profit Vendor

Company Name: _____

Exhibitor's Name: _____

Mailing Address: _____
City _____ State _____ Zip _____

Phone #: _____ Fax #: _____

E-mail: _____

(Vendor information will not be sold or distributed to any third parties. Phone numbers are for festival. Organizers only in the event of festival changes or if additional information is needed)

Please List the Items you wish to exhibit or give away at the Depot Days Festival in the space listed below:
(REQUIRED):

Vendors may not give away bottled water or food items.

I am a RETURNING VENDOR Yes No
*New Vendors must provide pictures of their items/booth setup.
ALL BOOTHS SUBJECT TO REVIEW APPROVAL.

All Exhibit Spaces are 10' *10 Space

Number of spaces (feet) needed: _____ Space size includes trailer tongue.

Self-contained trailer size: _____ L x _____ W x _____ H

All Vendor Booths are \$75.00 each

- * \$ 25.00 additional for electrical hookup to non-food vendors – Specific information will be provided upon request.
- Late Entries may be considered if booth space is available. No Checks accepted after entry deadline - Cash or Money Order only
- No RAIN Dates & No Early Closings



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(Vendors need to provide their own racks/shelving/lattice work, etc. to hang items and separate their booth from others, if desired. No pipe and draping will be provided. You must provide your tables/chairs. Nothing can be hung/taped to the wall. 10 * 10 spaces will be marked off).

**(ALL EXTENSION CORDS MUST BE AT LEAST 200 FT. LONG)
(Vendor to furnish own heavy-duty extensions.)**

Tourism Data:

I will be driving from _____ Town _____ State.

I plan to stay over ____ Fri ____ Sat night.

I will be staying in ____ Hartselle hotel ____ Decatur hotel ____ RV ____ Other

____ I am within driving distance and will drive back and forth.

Fill out and return *WITH WAIVER* to:
Hartselle Area Chamber of Commerce
Depot Days Festival
Attention: **Andrea Owensby**,
PO BOX 817 Hartselle, AL 35640,
Questions: (256) 773-4370

Acceptance of Rules:

I/we the applicant(s) have read the "**2019 Terms & Conditions**" and "**RELEASE and WAIVER of LIABILITY and INDEMNITY AGREEMENT**" listed separately and agree to abide by said conditions.

Exhibitor's Signature _____ Date _____

For Internal Use Only

Accept _____ Date _____ Check # _____ \$ Paid Decline



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ARTS & CRAFTS/BUSINESS VENDOR 2018 TERMS AND CONDITIONS

ACCEPTANCE POLICY – The Hartselle Area Chamber of Commerce-Depot Days Festival Committee reserves the right to reject, in whole or in part, and at any time, any exhibit or product of any individual, which in its opinion is questionable or objectionable to vendors or others by returning the space fee paid by the exhibitor. The Hartselle Area Chamber of Commerce-Depot Days Festival Committee will not be liable for paying any travel expenses, lost revenue or any other liability whatsoever beyond the space fee paid by the exhibitor as a result of enforcing this provision.

LOCATION OF EXHIBITS –Historic Downtown Hartselle. Assignments will be given one week prior to the event. Some adjustments may be made so as not to place to similar goods/vendors side by side. Adjustments may also be made to accommodate locations of electrical outlets. If the Depot Days Festival deems it to be in the best interest of the festival, the DDF committee may assign the Exhibitor an alternate space prior to or during the festival. The decision of the DDF committee is final.

DEFAULT IN OCCUPANCY - In the event Exhibitor fails for any reason to install its exhibit in its assigned space, DDF has the right, at its sole discretion, to retain all sums previously paid by vendor. The DDF committee will make every effort to work with any Exhibitor experiencing a death, bodily injury or unforeseeable circumstance during the Depot Days Festival.

SET UP TIMES & DISMANTLING –

SATURDAY SET UP/REGISTRATION- between 5 am and 6:30 am, but must be completely set up by 6:30 a.m. We will e-mail you a packet the week prior with check in times. Hartselle Area Chamber of Commerce, & City of Hartselle will not be held responsible for any items left overnight in an outside space. Security will patrol the area Friday night, but ultimate responsibility is yours.

ALL EXHIBITS MUST BE COMPLETELY SETUP BY 7:30 a.m., -Saturday ***NO vendor will pack up before 4:00 p.m. on Saturday of festival.*** Booths that ignore this rule will not be invited back next year. Booths must be packed up and vacated by 5:00p.m. Saturday. **No electricity is available unless requested/paid for through Depot Days Festival application process in advance.** The exhibitor is responsible for their own table, chairs and any signage.**EXHIBIT AREA** - Nothing shall be nailed, stapled or otherwise affixed to inside walls, sidewalks or streets of the Festival area. Exhibitor's booth must conform to the size restrictions of the Festival and not interfere with walkways or adjacent booths in any way. All exhibits are to be in keeping with the overall **family-oriented** theme of the festival. Tents are highly recommended outside for protection against elements and overall look of festival. Alcohol is not allowed on Festival grounds. Exhibitor's booth must be open and staffed during entire Festival hours. No items will be sold the DDF deems dangerous or unsuitable for a family atmosphere. Any item(s) that the exhibitor does not voluntarily remove after notification, will be confiscated and returned at the end of the festival.

FIRE, SAFETY & HEALTH REGULATIONS - Exhibitor agrees to comply with all fire codes and safety regulations. These codes will be inspected this year. Exhibitors may request electrical power for an additional fee (*See attached registration form*). All extension cords used at the Festival must be supplied by the exhibitor and be the heavy duty three-wire type. Exhibitor should bring at least 200' in length for electrical hookup. All vendors are solely responsible for securing their electrical cords and similar cords/ropes for safety reasons. Minor First Aid will be available at the Festival.

GENERAL - No food or beverages will be sold or given away without the Depot Days Festival committee's approval. Voice or music amplification systems are not allowed without prior approval. **TAXES** - All exhibitors are solely responsible for obtaining any licenses, permits or approvals required under local or state law applicable to their activity at the festival. Vendor understands that they are responsible for paying their own City, County & State taxes. Envelopes will be provided at registration from each governmental agency to submit the appropriate taxes. The City of Hartselle will not require any special licenses for this one-day event, however, city taxes are not exempt. You are responsible for sending in your own taxes.

****THERE IS A \$15 CHARGE FOR ALL RETURNED CHECKS****

This is a Rain or Shine Event and No Refunds Will Be Given for Weather Conditions.

*****Important Information Please Keep for your Records*****



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**RELEASE and WAIVER of LIABILITY
INDEMNITY AGREEMENT**

This agreement is made (month/date) _____,
2018 between (print your name here _____),
herein referred to as "Independent Contractor" and The Hartsville Area Chamber of Commerce, its board of directors, officers, agents, representatives, employees, members and volunteers in addition to the Depot Days Festival, its board of directors, officers, agents, representatives, employees, members and volunteers. IN CONSIDERATION FOR PARTICIPATION in the DEPOT DAYS FESTIVAL, the undersigned hereby agrees to the following:

1. Independent Contractor releases and forever discharges The Hartsville Area Chamber of Commerce, its board of directors, officers, agents, representatives, employees, members and volunteers in addition to the Depot Days Festival, its board of directors, officers, agents, representatives, employees, members and volunteers and The City of Hartsville, its officers, officials, agents, employees and representatives from all liability due to loss or damage and any claim or demand therefore, on account of injury or property damage sustained by any individual or entity resulting from the Independent Contractor's use of or participation in the DEPOT DAYS FESTIVAL.
2. Independent Contractor agrees to indemnify and hold harmless The Hartsville Area Chamber of Commerce, its board of directors, officers, agents, representatives, employees, members and volunteers in addition to the Depot Days Festival, its board of directors, officers, agents, representatives, employees, members and volunteers and The City of Hartsville, its officers, officials, agents, employees and representatives from any loss, liability, damage or cost, including attorney fees, arising out of Independent Contractors participation in the DEPOT DAYS FESTIVAL, whether caused or not by the negligence or willful act of the Independent Contractor or any other persons or entity.
3. Independent Contractor hereby assumes full responsibility for the risk of bodily injury, death or property damage relating from or arising out of Independent Contractors participation in the DEPOT DAYS FESTIVAL.
4. The undersigned further expressly agrees that the forgoing RELEASE and WAIVER of LIABILITY and INDEMNITY AGREEMENT is intended to be as broad and inclusive as permitted by the laws of the State of Alabama. If any provision of this Agreement is held by a Court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way.
5. Independent Contractor has read and understands the RELEASE and WAIVER of LIABILITY and INDEMNITY AGREEMENT, is authorized to and voluntarily signs the same.

Signature of Independent Contractor Date _____