

**Rising Sun Festival of Fine Arts & Crafts
Debby Abrams, Festival Director
122 S. Front Street
Rising Sun, Indiana**

513-379-7169

email: info@risingsunartfestival.org

website: risingsunartfestival.org

FOOD VENDOR POLICY - 2008

1. FESTIVAL HOURS:

Dates & Times Booths Must Be Open

Saturday, September 13, 2008 10 am - 5 pm

Sunday, September 14, 2008 10 am - 5 pm

2. SET-UP DETAILS (INFORMATION PACKET MAILED WITH NOTIFICATION):

Set-up is Friday September 12th 2008. Food Vendors will register with our Vendor Check-In prior to booth set-up. A set-up schedule will be mailed to you around July 1st.

3. FEES:

\$50.00 for a 12' frontage by 10' deep booth space. Up to two booths may be rented for a fee of \$75.00 upon approval by the Festival Committee. Not all booths will have electric provided or water, please request on your application. Payment in full must accompany a signed application. Make Money Orders payable to **Rising Sun Arts Council**.

4. DEADLINE:

Application and booth rental fee must be received by July 1, 2008 to guarantee your space. An additional \$10.00 late fee will be applied after this date, pending space availability. Spaces will be offered to Food Vendors on a first come, first serve basis. Water and electric are provided on a first come, first serve basis as available.

5. BOOTH SIZE:

It is essential that displays conform to exact space allotted (including trailer tongues and awnings). For safety purposes, once you are set up, you cannot drive a vehicle in or out of the area. Parking a vehicle with your booth space depends on the location based on permission of the Festival Committee. Selling is only to be done within your booth space. No roaming is allowed in order to be fair to all Food Vendors. Please respect your fellow Food Vendors. Violators using more than their rented space will be asked to leave. No fee refunds will be made.

6. GENERAL BOOTH RULES:

The Festival Committee has final approval of all items to be sold and all booth set-ups. Any exhibitor found displaying items not shown on the submitted application or items violating the Rising Sun Festival of Fine Arts & Crafts policy will be asked to remove offending items, and/or will be prohibited from conducting further sales and/or be removed from the Festival immediately. Music is not permitted from Food Vendor booths. Volume of sound coming from booths must be kept at a reasonable level so as not to interfere with neighboring booths. The Festival Committee will be the exclusive judge of what is acceptable.

7. SECURITY:

The Festival will be patrolled by local law enforcement in all festival areas after hours during the days the Festival is scheduled. Neither the City of Rising Sun nor the Festival Committee is responsible for lost items, stolen items, or accidents under any circumstances.

8. PLACEMENT:

Placement of Food Vendor booths is at the discretion of the Festival Committee. Food Vendor preference will be given first consideration based on space availability and the date the Food Vendor's application was received. Location may be affected by special requirements such as electrical needs, etc. Assigned spaces cannot be changed without the approval of the Festival Committee.

9. ELECTRICAL REQUIREMENTS:

Booths with electrical needs will be provided with a 120-volt hook-up. Not all booths will have electrical hookup. It is the Food Vendor's responsibility to provide a minimum of 100 feet of 14-3 gage outdoor electrical extension cord in

safe operating condition. NO HALOGEN LIGHTS ARE ALLOWED. If you have additional power requirements such as 240 volt, please specify on your application. Depending on your requirements the Festival Committee may elect to levy additional charges. Please contact the Festival in advance to make sure we can accommodate your needs. The Food Vendor agrees to hold the Rising Sun Festival of Fine Arts & Crafts harmless for any injury or damages resulting from electrical use.

10. TEARDOWN:

All booth displays and merchandise must be removed after closing on Sunday evening, September 14th after 5:00 p.m. Do not attempt to move out of your location until 5:00 p.m. No early tear-downs are allowed.

All exhibitors are required to clean their own area and put trash in the trash receptacles provided. Failure to remove all equipment and thoroughly clean up rental area will result in a \$75.00 fee. The Festival is not responsible for storing, maintaining, or watching any items left at the Festival area.

11. CANCELLATION:

Full refunds will be given out through August 1, 2008. Absolutely no refunds will be made after this date. The Rising Sun Festival of Fine Arts & Crafts is a rain or shine event. There are no rain dates.

12. NOTIFICATIONS:

Notification letters and additional information will be mailed by August 15, 2008.

13. SOUVENIR ITEMS:

Souvenir items that identify the Rising Sun Festival of Fine Arts & Crafts (such as T-shirts, mugs, buttons, etc.) will not be allowed for sale by any Food Vendor unless specific written permission is received by the Food Vendor from the Festival Committee prior to the Festival start date.

14. RENTAL AGREEMENT:

Applications will be accepted on a first-come basis. All rental agreements must be accompanied with payment in full. The Rising Sun Festival of Fine Arts & Crafts does not supply tables, extension cords, etc. It is the applicant's responsibility to read and understand all regulations as outlined in this rental agreement. The Festival is not responsible for accidents, damage, loss or injury of any kind.

Business activity must be conducted only in your reserved space. Absolutely no illegal items, obscene material, drugs or drug paraphernalia, alcoholic beverages, snappers, switchblades, guns, ammunition, fireworks or items that the Festival Committee may deem inappropriate will be allowed in the Festival. The Festival Committee has the sole and absolute control of items and wares offered for sale at the Festival. No food or alcoholic beverages are to be sold outside of designated areas. Trading or selling of contracted booth space is strictly forbidden. Exhibitors agree that the Festival Committee may revoke this agreement at an time, and for any reason, and the Food Vendors damages will be limited to refund of the fee paid. Compliance to the letter and intent of these regulations is required.

THIS RENTAL AGREEMENT IS NOT TRANSFERABLE

15. MAILING ADDRESS/CONTACT:

Complete the application and return with Money Order payable to:

RISING SUN ARTS COUNCIL
DEBBY ABRAMS
122 S. FRONT ST., UNIT 7
RISING SUN, INDIANA 47040

For questions or for more information, call Rising Sun Festival of Fine Arts & Crafts at 513-379-7169 or email info@risingsunartfestival.org.

**RIISING SUN FESTIVAL OF FINE ARTS AND CRAFTS, 2008
FOOD VENDOR APPLICATION (page 1 of 2)**

Print or Type:

Name: _____

Business

Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Telephone: () _____

Email: _____

Please describe the items you will be selling or distributing:

Water Needed: Yes _____ No _____

Electrical Needed: Yes _____ No _____

Electrical Requirement: Amp _____ Volt _____

Please note any special request on back

Number of 12 x 10 spaces _____

Total Amount Enclosed \$ _____

RISING SUN FESTIVAL OF FINE ARTS AND CRAFTS, 2008
FOOD VENDOR APPLICATION (page 2 of 2)

\$50.00 for a standard 12x10 booth space. \$75.00 for two booth spaces upon approval of Festival Committee. Note, not all booths have electric. A \$10.00 late fee will be charged on applications received after July 1st, 2008. Checks returned for non-sufficient funds for booths rentals will be charged \$25.00 and/or filed in Small Claims Court.

Please return this application and Money Order, made payable to Rising Sun Arts Council by July 1st, 2008.

I HAVE READ AND UNDERSTAND THE GENERAL BOOTH RULES POLICY FOR THE 2008 RISING SUN FESTIVAL OF FINE ARTS & CRAFTS AND I AGREE TO ABIDE BY ALL THE RULES DESCRIBED THEREIN. I FURTHERMORE RELEASE THE RISING SUN FESTIVAL OF FINE ARTS & CRAFTS FROM ALL CLAIMS, DEMANDS, LOSS, DAMAGE OR EXPENSE, INCLUDING THOSE PERSONAL OR BODILY INJURIES OR PROPERTY DAMAGES ARISING OUT OF OR IN CONNECTION WITH THE USE OF RENTAL SPACE BY THE APPLICANT DURING THE RISING SUN FESTIVAL OF FINE ARTS & CRAFTS ON FRIDAY, SEPTEMBER 12 (SET-UP), AND SATURDAY AND SUNDAY, SEPTEMBER 13 AND 14, 2008 (FESTIVAL EVENT).

Applicant's Signature

Date

Send application and money order to:

RISING SUN ARTS COUNCIL

Debby Abrams

122 S. Front Street, Unit 7

Rising Sun, Indiana 47040

Contact Information:

513-379-7169 or email: info@risingsunartfestival.org

THIS APPLICATION IS NOT TRANSFERABLE