Sellersburg Celebrates

Booth Application

Organization Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City \_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_\_\_\_\_\_ Zip \_\_\_\_\_\_\_\_

**Booth Vendor Information**

Single space 10’ X 10’

\_\_\_ Organizations: $25

\_\_\_ Nonprofit Organizations: $15 Nonprofit Tax ID Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_ Additional Spaces $15 each

\_\_\_ Number of spaces requested

\_\_\_ Cash \_\_\_ Check \_\_\_ Money Order

Amount Enclosed: $\_\_\_\_\_\_\_\_\_\_\_\_

**Special Needs: (check all that apply)**

\_\_\_ Electricity Only ONE double outlet (110v) i.e., fan & lamp, authorized in the above stated fee. Due to the number of booth anticipated, the committee DOES NOT guarantee electricity will be available for each booth. It will be given on a first come first served basis. You must get your application in early to be eligible for the available electricity. If you do not indicate a need for electricity, you may apply at setup and request will be assessed on the availability of service at that time. Limit one electrical hook up per vendor.

\_\_\_ Other Needs\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Describe Your Booth**

You must describe in detail items to be sold or given away and any raffles, promotions, drawings, etc. that you will be conducting from your booth or on the grounds. Any misrepresentation of products or service may lend you ineligible to participate in the festival.

Description: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**I have read and understand the attached Booth Space Agreement.**

**Vendors Signature (REQUIRED): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

I the undersigned, certify the information provided on my application to be true and factual to the best of my knowledge. I have read and understand the rules of operation. I will see that they are obeyed at all times. I also accept responsibility for safety and security of my booth. The vendor understands that there are “NO EXCLUSIVES” PROMISED OR IMPLIED BY THE Sellersburg Celebrates Festival Committee or any members of the planning committee. Although we try to limit the acceptance of identical booth.

Check or money order MUST accompany application. Make checks payable to Sellersburg Celebrates! No Credit cards accepted. Send application to Sellersburg Celebrates, 501 Edgewood Drive, Sellersburg,IN 47172. For information phone: 812 786-3098.

**BOOTH SPACE AGREEMENT**

This agreement is made by and between booth vendor by the Sellersburg Celebrates Festival Committee as the Renter. In consideration of the payment by vendor of the non-refundable amount due and other goods and valuable consideration, the receipt of which is hereby acknowledged by Renter it is agreed as follows:

1. Renter grants to Vendor the use/rental of booth space at the Celebration in Sellersburg, Indiana.
2. Vendor acknowledges that the booth location will be solely determined by the Renter, and that the Renter’s decision is final.
3. At all times relevant to this agreement, Vendor agrees to comply with any applicable federal, state, county, town laws, ordinances and regulations (the laws), and also any rules whether now existing or subsequently adopted including and State or Local Fire Code regulations (strictly enforced).
4. This agreement shall be subject to termination by Renter without notice of hearing upon any violation of the Laws and/or Rules by Vendors, or its agents, employees or other designees.
5. Vendor hereby indemnified, defends and holds harmless the Renter, its agents, contractors and employees from any and all claims, demands, actions, suit or proceeding for loss or damage incurred, either in whole or in part, by the negligence or willful misconduct of Vendor, its officers, agents, contractors and employees.
6. Vendor, for itself and its officers, agents, contractors and employees, their respective successors, assigns, heirs and/or personal representative, hereby releases the Renter, its officers, agents, contractors and employees from any and all liability for any claims, demands, actions, causes of action, suit or proceeding for any loss or damage suffered by Vendor, its officers, agents, contractors and employees, arising out of Vendors participation in the Sellersburg Celebrates! Festival.
7. You will be required to furnish your own heavy duty (rated for outdoors) extension cord. It is recommended that it be as least 100 ft. in length. The committee does not furnish extension cards.
8. The Vendor also understands that electricity is limited to only ONE double outlet (110v) is encluded with the booth fee and additional plugs, if available, will have an additional charge per plug.
9. The vendor must provide a fire extinguisher for your booth, per IN State Fire Marshall, Indianapolis, IN
10. Booths must be setup and all vehicles moved to public parking by 4:00 p.m. EDT on Thursday. If you cannot meet this requirement you will need to make arrangements with the committee for setup on Friday, August 23, 2013. NO exceptions.
11. The Renter reserves the right to accept or decline Vendor participation in the festival. Vendor

Vendor

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sellersburg Celebrates! Representative

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Sellersburg Celebrates**

**Rules and Regulations**

NO DRUGS OR ALCOHOL PERMITTED ON THE PREMISES – NO EXCEPTIONS

ALL booths using electricity and/or cooking equipment will be inspected by the local fire department inspector AND the State Fire Marshal. The following regulations shall apply to all booths:

1. All electrical extensions cords shall be three wire type with all pins in place.
2. Propane gas tanks shall be mounted outside the tent or trailer.
3. Propane tanks shall be installed in the upright position and shall be securely fastened to prevent tipping.
4. Booths with deep fat fryers shall have a fire extinguisher rated 40 B=C or as required by the inspector.
5. Booths with other cooking equipment shall have a fire extinguisher rated 40 B\_C or as required by the Inspector.
6. All extinguishers shall have a tag from an authorized extinguisher service agency that has been punched with a service date that is not more than one-year old. All extinguishers shall also have the pull-pin secured with a safety seal.
7. Any booth having a hinged awning shall have the awning support bracket secured with a spring loaded locking pin or a bolt with a nut.
8. All booths using tents must meet the 2012 fire code regulations.

NOTE: Easy-up structures DO NOT meet code.

Food vendors may only offer items approved by the Sellersburg Celebrates Committee. The committee does this to help eliminate duplications, Please list items to be sold and price expected to charge.

ALL booths serving food are responsible for acquiring and displaying health department and/or any other permits required by city, county, state or federal regulations. NO EXCEPTIONS

If you have questions, contact the Fire and Building inspector at (812) 246-7239 from 9 a.m. to noon or the State Fire Marshal, Inspection Division at (317) 232-2222 from 8 a.m. to 4:30 p.m.

Clark County Health Department www.clarkhealth.net (812) 282-7521. Permits are not issued the day of show!

For any other questions or concerns phone Ralph Spear (812) 796-0080 home, (502) 523-9641 cell or email anitaspear@aol.com Attn Ralph