



ALBION ROTARY STRAWBERRY FESTIVAL
JUNE 9th and 10th, 2017
BUSINESS/INFORMATION/RAFFLE BOOTH APPLICATION

The Rotary-sponsored Albion Strawberry Festival invites you to share in this community celebration. The business/information/raffle booths begin on Friday at 11 am and continue until 9 pm. The hours on Saturday are from 9 am until 9 pm. Tear down may begin at 7:00. Tables, chairs, booths, etc. must be provided by the exhibitor. Please keep in mind that we have limited space for these types of booths. You must make sure that you fit within the space provided and still allow for proper flow of pedestrian traffic in the festival area.

- Information Booth (non-profit only) – 4' x 8' table only - \$50.00 for two days. This is information only. It will not permit you to offer for sale chances, tickets, or conduct direct fund raising to the public. This does not prohibit the general solicitation of contributions in literature, but it does prohibit the collection of money directly at the booth.

- Business Booth – for organizations & businesses selling items (not raffle tickets) – 10 x 10' space. \$75.00 for two days.

Raffle Booths or legal games of chance – 10' x 10' space - \$125.00 for 2 days.

Not-for-profit raffle is \$75.00.

- Major Event Fee - for softball games, races, dinners, shows or any special event you want advertised in the Festival Brochure and also advertised as an event of the Festival – \$150.00.

- All booths must comply with the fashion in which registered. If you are determined to have improperly represented the contents of your booth, you will be asked to remove the offending material, stop the offending activity, or leave the event. There will be no refund of application fees if this occurs.

- Booth Locations will be assigned by the Strawberry Festival Committee only. If you participated last year, we appreciate your return patronage, but that does not guarantee the same location as last year. Booths are placed on a first-received-first-placed basis.

- Each booth is to be kept tidy and clean. Clean-up in and around the booth is your responsibility. A \$25 surcharge will be charged for anyone failing to clean-up.

- Registration is a TWO-STEP PROCESS. You must first submit an application together with appropriate booth fee to the Festival Committee for review. You must state exactly what you intend to do in your booth. An applicant not invited to participate will be refunded the registration fee.

- The Festival Rules and Regulations are on page 2. The applicant agrees, by submitting an application and fee, to abide and be bound by these rules and regulations.

- Please join us in our community celebration by completing and returning this application form, fee, and pictures to:

Deadlines for all applications: May 20th, 2017

**ALBION STRAWBERRY FESTIVAL, P.O. Box 356, Albion, NY 14411
Attention: Gayle Grabowski**

Vendor Name: _____ Phone Number: _____

Address:

Contact Person: _____ Email: _____

Description of Booth Activity:

Registration Fee enclosed:

\$ _____ for a _____ booth.

Please make checks payable to Albion Strawberry Festival, P.O. Box 356, Albion, New York 14411

Acknowledgement: I have received and agree to the Rules and Regulations regarding the assignment of locations, hour of operation, cleanup and agree to follow the guidelines during my participation in the Albion Strawberry Festival. I accept that the Strawberry Festival shall not be any responsibility for injury, mishap, financial impact or bad weather. I further understand that I am solely responsible for collection and/or payment of any tax.

Signature: _____

Date: _____

ALBION STRAWBERRY FESTIVAL

RULES AND REGULATIONS

1. Albion Rotary Strawberry Festival Committee reserves the right to request the removal of any items or entire displays that do not meet the standards of good taste, or are non-approved food items.

Promoter's decision will be final and non-appealable. Failure to comply can result in removal from the festival. In this event, no refunds will be given.

2. A Festival Permit will be issued and must be displayed at all times.

3. All exhibitors are responsible for collection and payment of New York Sales Tax and securing proper Health Department permits, if applicable.

4. Exhibitors must confine their displays and materials to their assigned and allocated space.

5. All vendors' display/booths must fit within the established perimeters of their booth.

6. Each booth should be set up between 9 a.m. – 11 a.m. on Friday and from 7 a.m. – 9 a.m. on Saturday unless otherwise specified. You cannot tie down or nail into storefronts to secure your booth.

7. Each individual or group must police their own area, keeping it clean and free from debris. Trash containers will be provided in the food court area. This should be done throughout the festival. The picnic tables are put in the food court area for your benefit, and we ask that you help police those in your booth area so that the next people will want to sit down and use them.

8. CARS MUST BE REMOVED FROM EAST BANK STREET AND THE FESTIVAL AREA BY OPENING TIME ON BOTH DAYS. THE VACANT LOT AT THE CORNER OF EAST BANK ST. AND PLATT ST. IS PRIVATE PROPERTY AND NOT FOR PARKING. PARKING IS AVAILABLE BEHIND THE FIRE HALL.

9. The Festival Committee will not be responsible for loss or damage to vendor's display or for personal injury or accident involving exhibitors and their personnel. We are also not responsible for financial impact or for bad weather.

10. All participants whether food booths, information, raffle, business or craft booths must pay the applicable fee in advance. Failure to pay will result in no issuance of a Festival Permit, and the possibility that a different vendor may be authorized to sell your item.

11. Booth location assignments will be issued on Friday and Saturday mornings only. Please do not call ahead to find out booth location. If you attended last year, we appreciate your return patronage, but attendance at last year's festival is not a guarantee that you will be placed in the same booth location. Placement is based on a first-received-first-placed basis.

12. A \$30.00 charge will be assessed for any returned check.