



**ALBION ROTARY STRAWBERRY FESTIVAL
JUNE 8th and 9th, 2018
CRAFT/ARTISAN VENDOR BOOTH APPLICATION**

The Albion Strawberry Festival is now accepting applications for our annual arts and crafts sale. The sponsoring organization is the Rotary Club of Albion, NY. The vendor booth sales will begin on Friday at 11 am and continue until 9 p.m. The hours on Saturday begin at 9 a.m. and continue until 9 p.m. REGISTRATION is a two-step process. The exhibitor must submit a completed application and booth fee to the Strawberry Festival Committee for review. Please include with your application pictures showing items you intend to sell. Pictures will be returned the morning of the show with your booth permit, unless returned sooner due to unacceptable product. . The application and registration fee is \$50.00 for the 2 days. Any applicant not invited to participate will be refunded the registration fee. Any application that does not include the application fee and pictures will not be accepted.

- Booth Locations will be assigned by the Strawberry Festival Committee only. All placements are on a first-received-first-placed basis. Art and craft booths must be capable of fitting within a 10'X10' area. If you participated in a prior festival, this prior participation does not guarantee that you will be placed in the same location.

Tables, chairs, booths and other hardware must be provided by the exhibitor. Electricity is not available to arts and craft booths.

Each booth is to be kept tidy, with cleanup the responsibility of the exhibitor. A \$25 surcharge will be levied to a vendor failing to clean up his/her booth area.

- 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 Strawberry Festival Committee, P.O. Box 356, Albion, NY 14411.
Attention: June Persia

Vendor Name: _____ Phone Number: _____

Address: _____

Contact Person: _____ E-mail: _____

Description of booth activity:

Enclosed please find the \$50.00 booth fee and pictures.

Acknowledgement: I have received and agree to the Rules and Regulations regarding the assignment of locations, hours of operation, and clean up. 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
VENDOR BOOTH RULES AND REGULATIONS

1. The 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, are non-approved items, or crafts that were misrepresented as being handmade. Promoter's decision will be final and non-appealable.
2. A Festival permit will be issued and must be displayed at all times.
3. 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. Applications and placement are honored on a first-received-first-placed basis.
4. All exhibitors are responsible for collection and payment of New York Sales Tax and securing proper health department permits, if applicable.
5. Exhibitors must confine their displays and materials to their assigned and allocated space. Booth locations will not be given out until Friday morning upon arrival at the Festival.
6. Application fees shall be in the form of a money order or cashier's check. A \$30.00 charge will be assessed for any dishonored checks.
7. 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. Booths must be staffed and open for business on Friday from 11 a.m. until 9 p.m. and on Saturday from 9 a.m. until 9 p.m. Vendor booths may begin tear down at 7:00 on Saturday.
8. Each vendor must monitor his/her own area, keeping it clean and free from debris.
9. CARS MUST BE REMOVED FROM MAIN STREET AND THE FESTIVAL AREA BY OPENING TIME ON BOTH DAYS.
10. 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. Vendors are responsible for their own overnight security if items are left on site. The Committee is also not responsible for financial impact or for bad weather.
11. 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.
12. No vendor shall, under any circumstance, put nails in any of the storefronts for their signs, to secure their stands, etc.
13. Vendor acknowledges that there is no electricity available for craft booths and accepts this limitation as a condition to participating in the festival.

Deadlines for all applications: May 1st

**PLEASE MAKE CHECKS PAYABLE TO:
ALBION STRAWBERRY FESTIVAL, P.O. Box 356, Albion, NY 14411**