

Crawdad Days Music Festival 2018
Merchandise/Arts & Crafts Vendor Agreement
Lake Harrison, Harrison, AR // May 18 & 19

Organization Information (Please complete all fields)

First Name _____ Last Name _____

Email _____

Business name _____

Street Address _____

City _____ St _____ Zip _____

Day phone _____ Cell Phone _____

Please initial the following statements:

____ I understand that I will need to submit my completed application, signed 2018 Booth Regulations and Guidelines and booth fee of \$_____ before my application can be considered for Crawdad Days.

____ I understand that until I am given confirmation by Crawdad Days, my application is considered "In Review." If not selected to participate a Full Refund will be issued.

Please check all that apply:

Booth Size: ____ 10 x 10 **\$ 100** <Fri OR Sat> ____ 10 x 10 **\$150** <Fri AND Sat>

 ____ 10 x 20 **\$250** ____ 10 x 30 **\$400**

 ____ **10% discount for Harrison Chamber Member**

Attraction – call vending rep for pricing _____

Electricity needed: ____ 110 ____ 220 (if electricity is not indicated you will not have access guaranteed)

LIST OF ALL ITEMS TO BE SOLD _____

I understand and agree to the terms and conditions set forth **in this agreement AND** the attached **2017 Booth Regulations and Guidelines** for my participation in Crawdad Days 2017.

Vendor Signature _____ -- Date _____

Crawdad Days _____ – Date _____

Mail to: Harrison Regional Chamber of Commerce, 621 E Rush Ave, Harrison, AR 72601; 870-741-2659

Make Checks Payable To: Harrison Regional Chamber of Commerce

FOR ITNERNAL USE ONLY: Date received _____ Received by _____ Cash _____ Check _____ Credit _____

CRAWDAD DAYS MUSIC FESTIVAL 2018

BOOTH REGULATIONS AND GUIDELINES

Business Vendor, Non-Food/Merchandise/Arts & Crafts: (Please note: ***the terms have changed.*** PLEASE REVIEW and SIGN at bottom)

This agreement made and entered between Crowdad Days, a division of the Harrison Regional Chamber of Commerce (Festival) and _____ (Operator).

The purpose of this agreement is to set forth the terms and conditions whereby Operator is authorized by the Festival to operate a Business Vendor Booth for the purpose of promoting and/or selling represented products under the following:

TERMS & CONDITIONS:

- To be considered for inclusion in the Festival, each vendor must submit a completed application with payment and signed Booth Regulations and Guidelines, received **no later than May 8th, 2018**. Applications received after this date cannot be guaranteed a booth space.
- The Festival will review all applications to make sure vendors meet Festival criteria. Applications will be processed on a first come, first serve basis. Before the Festival, you will receive confirmation of acceptance and necessary information.
- The Festival will limit the number of similar vendors within certain areas, but will not guarantee exclusivity to any vendor. The Festival makes every effort to assign booth spaces to benefit all vendors. Vendors may not request specific booth spaces. The Festival reserves the right to make booth space changes at any time, as it deems necessary.
- All cancellations must be in writing and received **before May 14, 2018** to receive refund. **NO refunds will be given after May 14, 2018.** *There will be no refunds given for inclement weather conditions unless event is cancelled by the Festival.*
- Vendors need to provide their own tables, chairs, canopies, tents, hoses, signage, extension cords and anything else needed to operate their booth. If you are not sure of items needed, please contact us.
- Vendor may not sublet space.

HOURS

- Vendors agree to operate during Festival hours of operation. Festival Merchandise/Arts & Crafts Vendor hours are: 11:00a – 6:00p Friday and Saturday.
- Festival hours are subject to change. You will be notified of any changes.

REPRESENTED PRODUCT

- All vendors must give a complete description of items to be displayed or sold. Vendor acceptance is based on the understanding that the vendor will sell **ONLY** those items listed on their application. Additional items may not be sold without written consent from the Committee prior to the event.
- The following items **cannot be sold**: non-packaged food items (must be a food vendor). (If pre-packaged food items are to be sold please contact the Arkansas Department of Health for regulations.) No Alcohol or tobacco products. This list is not all-inclusive. The Festival reserves the right to amend this list at any time. IF the Festival informs a vendor that a particular item cannot be sold the item must be removed from the premises immediately.
- Exhibits shall not display, sell or dispense any items with offensive, profane and/or drug related paraphernalia. The sale, or dispensing, of these or any other items which in the opinion of the Festival are inconsistent with the mission of the Crowdad Days Music Festival and the Harrison Regional Chamber of Commerce will result in the removal of the vendor.
- No food or beverage will be given away free of charge. All soda products must be purchased through the Festival and sold for designated price.

SET UP & DEPARTURE

- Vendors will be allowed to bring their vehicles to a location near the vendor area for set up and take down. **(Before and after Festival hours.)**
- **Operator must check in before setting up.** Set up may begin at 7:00a Friday, May 19 and Saturday, May 20 to be completed by 11:00am. Booth shall be ready to begin operation by 11:00a. Thursday set up (of tent, tables, and chairs) will be permitted with prior approval by the committee. NO security is represented with Thursday set up.
- No vehicle parking alongside vendor’s booth. No vehicle operation in park area during Festival Vendor hours.
- Breakdown of booth may begin any time AFTER 6:00p.
- Each vendor is responsible for dismantling and clearing their booth area, and disposing of all trash properly after Festival.

DESIGNATED AREA & ELECTRICAL NEEDS: Access to electricity will not be provided unless indicated in VENDOR AGREEMENT.

- Booths exact location is made at the discretion of the Festival.
- Operator agrees to operate all electrical equipment, including all wiring, in a safe, intelligent manner.
- Operator agrees to use only designated receptacles in the pre-approved location.
- Operator is allowed a maximum of 20 amps. If more power is needed the vendor is responsible for providing their own power supply.

COST: Please see VENDOR AGREEMENT for applicable costs.

TERMINATION RIGHTS: Festival reserves the right to terminate the operation of the Operator at any time during the festival for any of the following reasons:

- Operator and/or employees fail to maintain a professional manner, commit any act detrimental the purpose of the event, violate any provision of the Arkansas Health Department, fail to cooperate with event management staff and/or any breach of Vendor Agreement, Vendor Booth Regulations and Guidelines or any agreements listed herein.
- If Vendor fails to comply with any of these guidelines, they may be dismissed from the **Crawdad Days Music Festival and future events.**

INDEMNIFICATION

- The Harrison Regional Chamber of Commerce, as well as any future sponsors, are not responsible for any accidents, damages, or theft taking place on Festival grounds. ATTRACTION Operators agrees to obtain commercial general liability insurance, including products, in an amount of not less than \$1,000,000 for bodily injury and property damage. Attraction Operator agrees to provide insurance to protect Operator during the event and to provide the Festival a certificate of insurance.
- Operator agrees to indemnify the Festival and any activity of the Operator during the event.
- **TAXES:** Operator shall be responsible for the collection and payment of any tax upon the gross receipts as required by Arkansas Law. **ARKANSAS SALES TAX** – Operator must pay all sales tax to the State of Arkansas in compliance with state and local sales tax laws. 9% Breakdown: State of Arkansas – 6.5%; Boone Co – 1.25%, City of Harrison – 1.25%.

I understand and agree to the terms and conditions set forth in the 2018 Booth Regulations and Guidelines.

Vendor Signature _____ Date _____

Crawdad Days Festival _____ Date _____

Mail to: Harrison Regional Chamber of Commerce, 621 E Rush Ave, Harrison AR 72601

Email: cocinfo@harrison-chamber.com

Phone: 870-741-2659

Vendor Coordinator: Gwen Hoffmann, 870-391-9102

FOR INTERNAL USE ONLY: Date received _____ Received by _____