



20th Annual Bucksport Bay Festival
July 21-23, 2017

Craft Vendor Application

For Office Use Only

Map: _____ Lot: _____
 Extra Space? _____
 Electricity? _____
 Payment Received: _____

Note: Date application received does influence vendor placement and will need to be approved.

Festival Hours:

FRIDAY 1:00PM to 9:30PM

SATURDAY 9:00AM to 10:00PM

SUNDAY 11:00AM to 6:00PM

VENDORS MUST operate Saturday 9:00 am to 6:00 pm, and Sunday from 11:00AM to 5:00PM, though you are welcome to be open during all festival hours.

Vendor / Business Name		Are you a Non-Profit? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Contact			
Mailing Address			
City	State	Zip	
Home Phone	Work Phone	Cell Phone	
Email			
Preferred form of contact for receiving future vendor applications		<input type="checkbox"/> Email	<input type="checkbox"/> Mailing Address
Can we find your business/organization on Facebook? If yes, how?			
List all products and services you intend to sell at this festival			
What size does your space require to operate? *Note: Standard is 10'x10', additional space \$10.00 per foot.		<input type="checkbox"/> 10'x10' is all I need	<input type="checkbox"/> I will need additional space How much? _____
Electricity is VERY limited and may not be available, if electrical hook up is available, one may apply for an additional \$30.00		<input type="checkbox"/> I need electric	<input type="checkbox"/> I do not need electric
What do you need electricity for (list everything)?			

10'X10' BOOTH FEE STRUCTURE

Non Chamber Member – booth fee	\$125.00	MAKE CHECKS PAYABLE TO: BBACC / Bay Festival P.O. Box 1676 Bucksport, ME 04416 <i>*Please send payment with your application. If we do not have your payment before the event you will not be allowed to set up* If you are NOT approved your payment will be refunded.</i>
Chamber Member – booth fee	\$62.00	
Non-Profit – booth fee	\$45.00	
Electricity – additional fee - **limited availability**	\$30.00	
Extra Space – additional fee	\$10.00 per foot	

PLEASE KEEP ONE COPY OF THIS APPLICATION FOR YOUR RECORDS



20th Annual Bucksport Bay Festival
July 21-23, 2017
General Terms of Vendor Participation Agreement

VENDING SPACE

1. Vendors should have adequate protection for inclement weather; the sun and rain.
2. You will need to supply your own tables, chairs, tents, extension cords, etc. as needed. Extension cords should be approximately 75 feet long to connect to the electric service.
3. A standard space is 10'x10', if a vendor needs additional space you may request it on your application and additional fees will apply – the same applies with electricity; its availability is limited, it costs extra, and you must indicate it on your application.
4. Vendor understands that no refunds will be awarded if vendor cancels after 30 days prior to the event or if it rains.

USE OF ALLOCATED SPACE(s)

1. The Festival Coordinator reserves the right of approval for the vending unit.
2. Vendor should provide adequate personnel for the operating hours of the festival.
3. Vendor shall comply with all laws, ordinances, rules and regulations of any lawful authority, agency or government unity, which apply to the use of its vending space requirements.
4. Vendor agrees to indemnify and hold harmless the Bucksport Bay Area Chamber of Commerce, the Town of Bucksport, and Hancock County, its officers, directors, representatives, employees, and agents for all penalties, fines, costs, expenses, damages, from the participating vendor's failure to comply with such laws.
5. Vendor accepts decision of the Festival Coordinator in disputes between vendor and any other festival participant or on any matter not covered by this agreement.

CARE OF ALLOCATED SPACE AND VENDING UNITS

1. Vendor shall maintain allocated space in a neat, safe and orderly condition during the festival. Vendor property in the back of the booth must be stacked/stored to maintain an appropriate appearance.
2. Vendors wishing to set up on Friday the 21st (after 12 noon) may be open for business that afternoon and / or that evening ***Remember, set-up can be any time after 12 noon on Friday July 21st unless a special circumstances case is established between the vendor and the Festival Coordinator.***
3. Vendors need to be in place and set up no later than **8:30am on Saturday, July 22nd**. This is due to the parade starting at 10:00am. You may operate as late as you wish Saturday. Leave your equipment set up over night and ready to operate by 11am Sunday morning.
4. Vendor shall furnish trash containers and bags, and bag all garbage and trash on a regular basis during the festival. At the conclusion, **vendor must remove garbage and equipment from the allocated vending space.**
5. Vendor shall surrender allocated space to the Town of Bucksport at the end of the festival in the same condition as when the vendor assumed occupancy and shall pay to the Town of Bucksport such amounts as shall be sufficient to restore such space to the same condition as when vendor arrived.

SECURITY

1. There is no hired overnight security.
2. Vendor agrees that the Bucksport Bay Area Chamber of Commerce, its officers, directors, representatives, employees, and agents shall have no responsibility whatsoever for any loss or damage to vendor's equipment, supplies, goods or other property.

LIABILITY & INSURANCE

1. **Vendor agrees to submit a valid Certificate of Insurance** (does not apply to Maine-based Artists and Craftspeople area) for the days of the Festival, indicating Bucksport Bay Festival / Bucksport Bay Area Chamber of Commerce as additionally insured.
2. Neither the Bucksport Bay Area Chamber of Commerce, the Town of Bucksport, or Hancock County shall be liable for any loss or damage to the property of vendor or any of its representatives, employees, agents, patrons and guests, because of fire, robbery, accidents, or any other cause whatsoever that may arise from vendor's use or occupancy of its allocated space during the festival.
3. Vendor agrees to indemnify and hold harmless representatives, employees, and agents of the festival and/or the Town of Bucksport against any and all claims of any person whomsoever, from acts or omissions of the vendor, its representatives, employees, agents, patrons, or guests.
4. Vendor shall be prepared to continue vending from the allocated space in the event of rain. Bring appropriate coverage. If weather becomes too inclement to operate vending booths, the Festival Coordinator will be responsible for making final determination of outdoor operations.

***** Please note that we take great pride in this Festival being a FAMILY EVENT along our beautiful waterfront. We expect everyone to provide quality goods and services at the Festival, which enhance our attendees' experience and maintain the beauty of our waterfront walkway. Please be sure to clean up your area upon completion of your stay. *****

I have read the General Terms of Vendor Participation Agreement and agree to abide by its rules and all terms and conditions set forth therein.

SIGNATURE _____ DATE _____