



Heritage Festival
31 West Main Street
Middleton, MD 21769

Date received _____
Check # _____ Amount _____
Space _____

Middletown Heritage Festival
Saturday, September 24, 2016
10:00am to 5:00pm

Vendor Application

Business Name: _____

Name: _____

Address: _____

City: _____, **State:** _____, **Zip:** _____ **Phone:** _____

Email: _____ **Website:** _____

Name of Business as it should appear in advertising / brochure:

Detailed Description of Service:

All applications must include Release Form and Participation Fee.



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Business Vendor Agreement

I have read the information contained in this application and hereby agree to all conditions outlined for the 2016 Middletown Heritage Festival. I understand that the Middletown Heritage Festival Committee reserves the right to reject any application that does not comply with conditions stated in this application. If accepted, I agree my name may be used by the Middletown Heritage Festival Committee for promotional and / or publicity purposes in print, advertising, publications, etc. The undersigned will not be paid for stated promotional use.

Signature _____

MIDDLETOWN HERITAGE FESTIVAL *Release and Indemnification Agreement*

I _____, the Participant, acknowledge that the Town of Middletown is sponsoring an event known as Middletown Heritage Festival to be held on the following date: September 24, 2016, and that my participation in that event is wholly voluntary on my part and solely with the permission of the Town of Middletown. In consideration of the permission granted to me by the Town of Middletown authorizing my participation in this event, I hereby agree as follows:

I hereby agree that my participation in any and/or all Heritage Festival activities is undertaken by me at my sole risk. I agree that the Town of Middletown and its committees, officials, servants, agents, officers, employees, and volunteers shall not be liable to me, or to any one claiming through me, for any claims, demands, actions, or causes of action for any personal injury, death or property damage to me or my property which arises out of, is related to or is in any way connected with my participation in, attendance or presence at any of the Heritage Weekend activities regardless of the nature of the activity. In connection therewith, I do further expressly and forever release and discharge The Town of Middletown, its committees, officials, servants, agents, officers, employees, and volunteers from any and all such claims, demands, actions, or causes of action for personal injury, death or property damage caused by, arising from or in any way related to, in whole or in part, acts of active or passive negligence on the part of the Town of Middletown, its committees, officials, servants, agents, officers, employees, and/or volunteers.

I do further agree to indemnify, defend and hold harmless the Town of Middletown and its committees, officials, servants, agents, officers, employees, and volunteers from any and all liability for personal injury, death or property damage caused by, arising from or in any way relating to my intentional acts, my active or passive negligence or my participation in the Middletown Heritage Festival events or that of my employees, servants or agents.

Witness

Participant

Date



Heritage Festival

31 West Main Street
Middletown, MD 21769

FESTIVAL DATE:

Saturday, September 24, 2016

10am – 5pm

GUIDELINES:

1. The Middletown Heritage Festival is open to business vendors 18 years of age or older. Vendors must be present to exhibit their displays during all festival hours.
2. Vendors must provide their own tents, tables, chairs, etc. Displays are restricted to the booth space assigned.
3. No helium tanks under covered spaces.
4. It is the Middletown Heritage Committee's exclusive right and responsibility to remove displays (or entire booth) that is not in compliance with our guidelines. The Committee reserves the right to remove a vendor from the festival for inappropriate behavior or circumstances detrimental to a public event.
5. Vendors are responsible for collecting and paying their sales tax.
6. Vendors are expected to clean up after themselves and put trash in designated receptacles.
7. Vendors may not break down their booths prior to the end of the festival; (5:00pm) early break down sends a negative message to those attending the festival. Those who do break down early will NOT be considered for future booth space.
8. There is a designated lot for all vendors. Each vendor will be issued parking permits.
9. **All vehicles must be off the street by 9:00am**
10. **Absolutely no vehicles will be permitted on the street before 5:15pm.**
11. Each vendor will receive a vendor packet with booth assignments and check in procedures.

EXHIBIT SPACE:

Vendor's displays will be in an outdoor setting in designated sites. The booth fee is due with application. See "Fees and Acceptance" for cancellation and refund information.

All exhibit areas are 10x10 spaces. Double spaces are available upon request. The surface is pavement or grass. Access to electricity is not available. Every effort will be made to honor requests, however, space preference cannot be guaranteed.



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PLEASE NOTE:

Spaces for this festival fill up quickly. Space will be allocated to eligible participants based on the order applications are received, taking into account, however, the need to offer an appropriate mix of participant/vendor types and items sold.

Application must be received by July 1st, 2016 to be included in the festival brochure.

No Rain Date: Please remember there is no rain date. In the event of rain, we cannot refund participant fees. The festival goes on rain or shine.

1. Please complete and sign the application and release agreement.
2. **Enclose a check for the booth fee payable to:** The Middletown Heritage Committee.

FEES AND ACCEPTANCE:

Exhibit space (10x10); \$60.00

Double space (10x20); \$110.00

**No Refunds after August 1st 2016

Send application, release form and payment to:

Middletown Heritage Festival Committee
31 West Main Street
Middletown, Maryland 21769

QUESTIONS?

Please contact: Jennifer Ross
rjkna@aol.com
www.middletownheritagefestival.com

