



# VENDORS CONTRACT RULES AND REGULATIONS

A fully completed application and fee must be submitted to Easton Garlic Fest by September 1, 2023 or vendor will not be accepted.

This agreement made \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ between the EASTON GARLIC FEST herein referred to as “FESTIVAL  
DATE  
MANAGEMENT” and \_\_\_\_\_ herein referred to as “VENDOR” for exhibition space at  
VENDOR  
the Easton Garlic Fest to be held on Saturday, October 7th and Sunday, October 8th from 10am until 6pm both days.  
Exhibition space will be a 10’x10’ space.

## Vendor agrees to comply with the following rules and regulations during the Easton Garlic Fest

### **INSURANCE**

VENDOR must furnish FESTIVAL MANAGEMENT with a Certificate of Insurance with liability limit of no less than \$1,000,000 and shall name the City of Easton, the Easton Garlic Fest, its directors and officers as “additional insured” and the City of Easton as the premises for the event.

### **ALCOHOLIC BEVERAGES:**

Consumption of alcoholic beverages on premises during the Festival by VENDOR and VENDOR Employees during working hours is strictly prohibited. If VENDOR or their employees violate the above rule, that VENDOR will be removed from the Festival and barred from participation in future Festivals.

### **SETUP:**

Saturday and Sunday on Centre Square; Booth set-up may begin at 6:00am and must be finished by 10:00am at which time vehicles must be removed from the festival area. Booth may be left standing overnight. VENDOR agrees to leave the booth standing at their own risk.

It is your responsibility to anchor your booth. You will be set up on concrete and will not be able to secure tents by stakes or anything that requires being put into the ground. Bring weights if necessary, it can be windy at Fest sites.

### **SIGNAGE:**

ALL signage and displays must be professionally produced. Prices must be clearly displayed.

### **TEAR DOWN:**

VENDOR may not strike their booth until 6pm. Booths must remain open until the event closes, even if VENDOR is sold out. VENDORS who leave early will not be allowed to participate in the festival again.

### **VEHICLES:**

VENDOR must remove vehicles from the grounds by 10am. VENDORS will be offered designated vendor parking

### **HOURS OF OPERATION:**

Festival hours are 10am – 6pm each day

Easton Garlic Fest is held RAIN OR SHINE. Once accepted into the festival you are OBLIGATED TO SET UP BOTH DAYS. Failure to do so will jeopardize your acceptance into the Garlic Fest in the future

**RESTRICTIONS ON MERCHANDISE:**

You may only sell items contractually approved by MANAGEMENT

No Medicinal items of any kind.

Any product or item not specified in the contract completed online will not be allowed anytime during this contract period. No VENDOR, unless specified by FESTIVAL MANAGEMENT, shall have an exclusive on any product.

**CERTIFICATIONS:**

It is the responsibility of the VENDOR to obtain all applicable and appropriate state and local licenses and permits as well as payment of taxes pertaining to their operation.

**INSPECTIONS**

VENDORS should expect inspection of food operations by Easton Health and Fire Inspectors. Please have a servsafe certificate displayed and available for inspection.

**DECORATIONS AND HOUSEKEEPING:**

1. Tents must be neat and in good repair
2. Display tables must be covered and decorated
3. Housekeeping of the exhibit areas and its immediate vicinity will be the responsibility of the vendor. The area around and in the tent must be kept neat and tidy.
4. At the end of the Festival, your area must be left as you found it.
5. VENDOR must remove all of their own trash
6. No disposing of waste water in storm drains
7. Failure to abide by the above will result in a \$50 fine.

**ELECTRICITY**

1. THERE IS LIMITED ACCESS TO ELECTRICITY. ANY ELECTRIC NEEDS MUST BE NOTED IN THE ONLINE CONTRACT, FULLY DISCUSSED, AND AGREED TO IN ADVANCE OF THE FESTIVAL. THERE IS NO GUARANTEE THAT THE FESTIVAL CAN ACCOMMODATE THE ELECTRICAL NEEDS OF THE VENDOR.
2. Only silent generators will be allowed and may affect the placement of VENDOR
3. If you have a generator the make and model must be listed on the online contract and must be approved to use.

**SUBLETTING OF BOOTH SPACE**

Subletting of booth space is strictly prohibited.

**PETS:**

Vendors may not bring pets with them to the Festival grounds.

**GENERAL:**

- NO Hawking (or yelling out) product
- NO leaving your booth space unattended
- NO blocking ADA ramps or sidewalks
- NO caution tape or ugly barriers
- NO smoking cigarettes, cigars, pipes or vapes in the vicinity of any vendor tents
- NO VENDOR shall use The Garlic Fest name, logo, images or product without written permission

**By signing below Vendor agrees to adhere to all of the above stated rules and regulations.**

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**Vendor Signature**

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**Date**