

Balloonfest, Air Show, and So Much More 2017

September 16th, 2017

Lycoming County Fairgrounds
Hughesville, PA

FOOD VENDOR APPLICATION



Thank you for your interest in participating in Rotary Festival 2017. We are happy to be planning for our 11th successful event boasting an attendance of nearly 10,000 visitors. This year is expected to be even better than the last!

The Rotary realizes the importance of community-based activities and wants to provide a fun-filled and profitable weekend for the Clubs and for our vendors. We are proud to offer you this opportunity.

To reserve your FOOD VENDOR space, print and complete this form and mail it with your \$200 check payable to *ROTARY FESTIVAL 2017 before July 31, 2017. (\$250 after August 1, 2017).*

Mail to: ROTARY FESTIVAL 2017
C/O Mike Bieber
100 McConnell Pkwy
Hughesville, PA 17737

PLEASE NOTE: You will receive a Vendor Package when you set up.. ALL VENDORS MUST STAY OPEN UNTIL 9:00 PM. Vehicles are not permitted on the field during show hours. Vendors must VEND Pepsi Products and may purchase directly or from Pepsi Bottling Company of Williamsport. Refer to their letter on the event website. **For questions please contact Mike Bieber @ 570-584-5886 or email mbieber@elsd.org.**

-----Please remit this form with payment.-----

SIGNING AND SUBMITTING THIS FORM RELEASES ROTARY AND THE ROTARY FESTIVAL (AND COMMITTEE) FROM ANY LEGAL RESPONSIBILITIES ASSOCIATED WITH YOUR BOOTH AND WHAT YOU ARE SELLING!

Contact Name _____ Cell Phone _____

Organization Name _____ Business Phone _____

Address _____

City _____ State _____ Zip _____

E-mail _____

Type of food _____

entrance armbands needed _____ (limit 8)

Electric needed? No _____ Yes (Add \$25.00) _____ Service requirement _____ amps (generators permitted)

Area required for trailer setup _____ feet by _____ feet

Special requests? (not guaranteed): _____

Attach copy of license or insurance certificates if available.

We look forward to seeing you in September. Thank you!

2017 Balloonfest / AirShow and So Much More

PROCEDURES

Vendors / Crafters / Non Profits

1. SET-UP TIMES

Friday, September 15, NOON – 8 PM

Saturday, September 16, 7:30 AM – 9:30 AM

All vehicles must be in designated parking areas by 9:30 AM. (Event staff must approve any special exceptions)

2. EVENT DAY

Booths must be staffed and open during all event hours. Event hours are 10 AM – 9 PM.

If you need assistance, or in the event of an emergency, please contact a Festival committee member.

All vehicles must be in designated parking areas by 9:30 AM. No vehicles permitted on the mid-way between 9:30 AM – 9:15 PM (exception...committee authorized / escorted vehicles, any special exceptions must be approved by event staff.)

3. TEAR DOWN

Saturday, September 16, 9:15 PM- 11 PM

All vehicles must be in designated parking areas by 9:30 AM. No vehicles permitted on the mid-way between 9:30 AM – 9:15 PM (exception...committee authorized / escorted vehicles, any special exceptions must be approved by event staff).

Sunday, September 17, 8 AM – 10 AM

Bulk rubbish and trash must be taken to the dumpster (located on the track, adjacent to the sound system) before, during, and after the event. DO NOT use the public waste containers, they are provided for the customers.

4. The committee of Balloonfest / Airshow and So Much More reserves the right to deny any Vendor / Crafter/ Non Profit participation in this event if it is not in the best interest of the event.
5. Vendors / Crafters/ Non Profits are responsible for being in compliance with any and all Pennsylvania sales tax requirements.
6. Vendor / Crafter/ Non Profit's displays cannot interfere with adjacent exhibitors or extend into aisles or beyond your assigned booth space.
7. No alcohol, no smoking and no pets are permitted on Festival grounds at any time!
8. Nothing shall be nailed or stapled to the walls, floors, or any other part of the festival buildings or grounds. It is recommended that all electrical extension cords and electrical plug be the 3-wire, grounded, heavy-duty type, and U.L. approved.
9. Vendors / Crafters/ Non Profits will be assigned a designated parking area. All exhibitors, booth workers, helpers, etc. must park in areas designated by Festival Committee. You are not permitted to park your vehicle or trailer next to your booth.
10. Vendor / Crafter/ Non Profit booths must be staffed and open during all event hours. Event hours are 10 AM – 9 PM.
11. Bulk rubbish and trash must be taken to the dumpster (located on the track, adjacent to the sound system) before, during, and after the event. Do not use the public waste containers, they are provided for the customers.
12. This is a RAIN OR SHINE event.
13. Festival committee reserves the right to share the contact information, including names, phone numbers, email addresses, etc., of vendors / crafters/ non-profits to customers and/or media.
14. Vendors / Crafter/ Non Profits are responsible for their own merchandise, equipment and materials, neither festival management, the sponsors, nor the facility owners assume responsibility for damages or theft of the above-mentioned items.

THANK YOU FOR HELPING US MAKE THIS A SUCCESSFUL EVENT