



August 11, 2018
Humane Society of NWPA

**HUMANE SOCIETY OF NWPA-WOOFSTOCK FESTIVAL
VENDOR APPLICATION**

- **Booth space fees: 10x10 without electricity \$100.00 (\$75.00 for non-profit organizations). Payment is due with application. Application Deadline is July 1, 2018.**
- You must provide your own tent, tables, etc...
- Please provide a detailed description of your booth items on the form (attach an additional sheet if necessary) and, if possible, attach photos of sample items.
- All other vendors must check-in between 8-9 a.m. Due to safety issues, arrivals after 10am may forfeit pre-assigned booth location and be assigned an alternate location.
- Vehicles will not be allowed in the festival area after 10:30 a.m. without permission of a festival official and all vehicles must be removed from festival grounds by 10:30 a.m.
- Booths must be completely set-up by 12 p.m. The festival requests that all vendor booths remain open until 5 p.m.
- Vendors will have from 5-7 p.m. to pack-up. All vendors must be off festival grounds by 7:30 p.m.
- To prevent accident or injury, any vendor wishing to leave early **MUST** notify a festival official. With permission, booths that can be packed-up and “walked-out” will be allowed to do so. No vehicles will be allowed on the festival grounds before 5 p.m., without the permission and escort of a festival official.
- The vendor is responsible for leaving the vendor area in the condition that it was originally received, i.e. removal of all debris such as boxes and trash.
- Each applicant will receive a confirmation letter upon receipt of their application and a map and directions will be mailed prior to the event.
- This event occurs rain or shine! Be prepared for wind, rain and/or heat/cold.
- All vendor fees are non-refundable.
- All vendors are required to show proof of liability insurance and read and sign attached waiver. Please fill out vendor registration completely.
- Absolutely no unattended vehicles may be left on the festival grounds the night before the festival.
- Vendor Registration Forms must be return by July 1, 2018.



August 11, 2018
Humane Society of NWPA

In Memory of Jim Lieb

Woofstock Vendor Registration Form | Return, with payment, by July 1, 2018

Vendor Name: _____ Contact: _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail: _____ Phone(s): _____

Type of Booth & Description: Please indicate type and provide description, photos.

Business Food Game/Activity Art or Craft Non-Profit Other

Please give a detailed description of your products/services and include a photo, if possible.

Proof of Insurance attached Waiver: The Humane Society of NWPA reserves the right to refuse any vendor application, should this occur the fee will be refunded. The Vendor shall defend, save and hold harmless the City of Erie, Humane Society, their respective officers, agents, board members, staff, volunteers, sponsors and assigns from any claims, damages, losses, liability or expense which may arise, and shall not be held responsible for any loss or damage due to fire, accident, theft, weather, acts of God, vandalism or any other loss or injury whatsoever or not specifically described herein, whether past, present or future. Booths are not insured by the City of Erie, Humane Society or any sponsoring agents.

Exhibitors must make provisions for safeguarding their goods. Exhibitor must have replacement cost insurance for all personal property. Exhibitor assumes full liability for protecting, care and maintenance of exhibitor's property. ANY VENDOR NOT HOLDING VALID LIABILITY INSURANCE EXHIBITS AT THEIR OWN RISK AND ASSUMES ALL LIABILITY.

Please sign to acknowledge that you have read all of the information, rules and regulations and agree to be bound by this contract.

Signed: _____ Date: _____

I am a vendor and able to donate to the Chance Raffle.

Item Description & Value: _____

I am unable to participate as a vendor but would like to donate towards the Chance Raffle.

Item Description & Value: _____