



Vendor Application

Event Date: Saturday July 2nd 2011

Vendors Hours: 11am – 11pm

Setup: 8:30-10:30am

Vendor Tear-down: 7:30-8:30pm
or 11 pm

Type of stand: (Check Box)

Food Vendor

- \$100 - Commercial Trailer in Gravel Lot
- \$75 - Tented Stand in Victory Park

Size of Trailer

Craft/Business Vendor

- \$50 - 10 x 10 Space
- \$75 - 10 x 20 Space
- Hook-up to Electricity
(if available)
- 7:30-8:30pm Tear Down

Non-Profit Club/Organization

- \$25 - 10 x 10 Space
- Hook-up to Electricity
(if available)
- 11pm Tear Down

Company/Business or Organization/Club Name:

Contact Name:

Address:

City, State, Zip:

Telephone #:

Fax #:

Cell Phone #:

Email:

LIST ALL Service, Food, or Items you will have available at your stand:

NOTE: What your list is what you must only have at the event!

Please read over the Important Vendor Information Sheet and then sign and date and return this form to our office with the appropriate fee. In order to secure your spot, the deadline to return form and fee (Make check payable to "JRVVB") to our office by June 17th, 2011.

Applicant Signature:

Date:

Return to: Juniata RiverFEST – c/o JRVVB – Historic Courthouse, One West Market Street, Lewistown, PA 17044. Any questions or for more information, call (717) 248-6713 or email riverfest@juniatarivervalley.org.

Important Vendor Information:



1. Juniata RiverFEST Vendors will be setup throughout Victory Park. **Vendors must be present during ALL HOURS** (11am-11pm) of the Juniata RiverFEST.
2. **Setup: Set-up and tear down times are to be observed and are subject to crowd dispersal.** All vendors must set up from 8:30am till 10:30am. Vendors will use the Juniata River Boat Access Area (behind the Royal Dairy building) to enter Victory park. Traffic through Victory Park will be **ONE-WAY** exiting through the West End of Victory Park (towards the railroad bridge.) Please drive slowly while traveling to/in Victory Park. Only licensed drivers permitted to operate vehicles within the park.
3. Parking is **NOT** available in this area for the duration of RiverFEST, just for unloading and loading. Designated public parking is available on South Main Street (across from the Kish Bank), Library Parking Lot, and the MCIDC Parking Lot. Vendors may also USE the Boat Access Parking if space is available and permission is granted.
4. You will be given a **VENDOR ACCESS PASS** that you will need to have in order to gain access to the unloading/loading area. Make sure you have your **VENDOR ACCESS PASS** with you at all times.
5. **Tear-down:** Tear-down time is either 7:30-8:30pm (before fireworks) or at 11pm. PLEASE note on your application which. **THERE WILL BE NO TRAFFIC AT VICTORY PARK DURING THE FIREWORKS.** Vendors will use the Juniata River Boat Access Area (behind the Royal Dairy building) to enter Victory park. Before 8:30pm traffic will not be ONE WAY – Please be careful and exit the way you came in. Please drive slowly while traveling to/in Victory Park. Only licensed drivers permitted to operate vehicles within the park.
6. **Electricity Information:** We can supply vendors with sufficient electricity for lights and small appliances. If you are a food vendor, you will need to be self-contained using generators, gas heating, and etc. **YOU ARE REQUIRED TO BRING AT LEAST A 25' HEAVY DUTY 12 GAUGE EXTENSION CORD. DO NOT EXPECT POWER IF YOU DO NOT HAVE A CORD.** Any questions, regarding electricity, give us a call.
7. Send fee with application to reserve your spot. Send or drop off form and money to JRVB (Historic Courthouse, One West Market Street, Lewistown, PA) by June 17th, 2011. Make checks payable to: JRVB (Juniata River Valley Visitors Bureau.) **Booth space will be assigned on a first come, first serve basis as determined by application postmark.**
8. Booth & table fronts must be attractively covered where exposed to public view. Keep all packing materials out of sight. All booths are to be safely constructed and arranged in a manner that presents no hazards to the public. Each vendor is required to provide their own tables, chairs, fans, lighting, and canopy/tent (if desired.)
9. **The RiverFEST Committee reserves the right to limit items and duplications by vendors.** The RiverFEST Committee reserves the right to remove questionable merchandise or displays. **If you have any questionable items in your inventory (ex. T-shirts with inappropriate words or graphics, etc.) please do not bring them.**
10. Please leave your booth space free of trash and debris. ALL trash must be put into garbage can or the dumpster located by the gravel lot. Trash containers will be available for your use. Vendors are responsible for securing and protecting their booth, equipment, and merchandise.
11. A map of vendor booths will be available prior to the event. You will receive this along with your **VENDOR ACCESS PASS**. You will be contacted the week of June 20th with booth/event information.
12. **WAIVER OF LIABILITY:** RiverFEST vendors/participants are responsible for their merchandise and fully comprehend the risk of any and all loss, and/or property damage that may occur. In consideration for the opportunity to be a RiverFEST vendor/participant, the booth operators hereby waive any and all claims for loss and/or property damage of any kind whatsoever against; the RiverFEST Committee, JRVB, JVACC, their directors, officers, agents, and employees from any and all expenses, claims, actions, liabilities, attorney fees, or damages, actually or allegedly, resulting from or connected with the operation of said booth.

Thanks for your cooperation and we look forward to seeing you at the Juniata RiverFEST!

Any questions call JRVB (717) 248-6713 or email riverfest@juniatarivervalley.org.