

# GEAR & CHEER MUSIC FESTIVAL FUNDRAISER VENDOR & EXHIBITOR APPLICATION

Spring       Summer       Fall

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Please describe your menu, merchandise, or service: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**GENERAL:** The Ohio River Trail Council (ORTC) is committed to make this year's Gear and Cheer Music Festival a great success. General Admission is free to the festivalgoers, which includes vendor access.

**DATE & LOCATION:** The Summer Festival is a combined indoor and outdoor event located at the Four Seasons Pavilion and Shelter 14 at Bradys Run Park & Lake - Beaver County, PA. GPS: 40.723602, -80.363470. The Fall Festival – October 15, 2016. The Fall Festival is an outdoor event located at the Moon Township Community Park, 1350 Joe DeNardo Way (Ewing Road), Moon Township, PA 15108 - Allegheny County, PA. GPS: 40.491054, -80.182513. The Spring Festival is to be announced.

**PARTICIPATION:** Vendor or Exhibitor can rent an outdoor location to sell their products or promote their non-profit cause within the outdoor festival area. All of our applications are screened for quality and artisanship. Selection is based on a first-come first-served basis using the date of registration; therefore, please submit your application at your earliest opportunity. All locations in the park areas are excellent and are handicapped accessible, therefore specific spaces are not guaranteed. The location of the Vendor and Exhibitor's Space will be at the sole discretion of the Festival committee.

**HOURS OF OPERATION:** **Vendors set up is between 7:00 a.m. and 8:30 a.m.** Eastern time. The Festival begins at 9:00 am with the 5K or 10K run/walk. All Vendors and Exhibitors are required to conduct business between 9:00 a.m. to 5 p.m. Following unloading, all vehicles are to be moved to the general parking area. Please keep festival area free of motor vehicles.

**VENDOR FEES/FREE TICKETS:** The Food Vendor donation is \$100.00 per space. All other for-profit Vendors and Exhibitors are \$50.00 per 10 X 15 ft. space. Additional area is available by request. There is no required donation fee for Gear Vendors, Wine & Beer Exhibitors, Entertainers, Performers, Non-profit Organizations, Schools, and Government Agencies. Auction items and baskets are welcome. Internet Service is not guaranteed nor provided by the ORTC. No refunds will be given 30 days or less prior to the event for Vendor or Exhibitors cancellations. Please mail payments and completed registration to the Ohio River Trail Council 1100 Pennsylvania Avenue Monaca, PA 15061. PayPal payments are accepted on the event website. All returned checks are subject to a \$50 service charge. The Vendor or Exhibitor receives complimentary \$25 tickets equal to your donation for your festival staff that can used in any of the participation events.

**VENDOR OBLIGATIONS & EQUIPMENT:** It is the Vendor or Exhibitor's responsibility to furnish tables, chairs, tents, booths, extension cords, and power surge protectors, Vendors will be required to provide all equipment to be used for display and sales. Vendor must have a workable fire extinguisher on site if heating devices of any kind are to be used in the preparation of food items. Electricity is available at the pavilion on a limited basis and is offered on a first registered first serve basis. Food Vendors may bring in a quiet generator, gas and charcoal grills along with any necessary fuel for outdoor use only. No glass containers permitted, please use plastic or paper cups. All Vendors shall be responsible for cleaning their space during and after the event. All trash must be disposed in the dumpster behind the lodge. Contact the ORTC if you need assistance with any of the above.

**LIABILITY & LICENSES:** Vendor and Exhibitor assumes all responsibility for a) loss, personal injury and/or liability for any damage to its property or merchandise; and b) any sickness or illness caused from the food and/or drink served from its concession. The ORTC is to be held harmless for any liability or loss caused by theft, damage, destruction, injuries or negligence. Vendor and Exhibitor expressly agrees to indemnify, protect and hold harmless the Promoter; its officers, directors, principals, executive committee members, festival sponsors from any liability whatsoever in connection with this event. The Vendor and the Exhibitor agrees to name the ORTC as an additional insured on the Vendors general liability insurance coverage through a Certificate of Insurance. All licenses and permits to sell foods including the FDA and Department of Agriculture is the sole responsibility of the Vendor.

**DISCLAIMER:** The festival will be held rain or shine. The ORTC makes no representation as to the number of potential attendees and assumes no liability for any financial loss. I have read, understood and accept the above rules, regulations and conditions.

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

***The ORTC is a non-profit charitable organization. All proceeds will be utilized for the construction of the Ohio River Trail.***