



33rd Annual Virginia Wine & Craft Festival

VENDOR SPACE CONTRACT

Saturday, May 18, 2019 10:00 am – 6:00 pm

Vendor spaces 10' x 10'

Deadline for Crafter/Artist, Commercial, and Non-Profit application is March 15, 2019

No refunds issued after March 15, 2019.

THIS IS A RAIN OR SHINE EVENT.

****\$25 Early Bird Discount available through 01/02/2019****

This completed form serves as your contract. Please read carefully the Terms and Conditions of the contract before signing.

Vendor Information (please print clearly)

Vendor/Company (as listed on printed materials) _____

Contact Name _____ E-mail _____

Company Address _____ CSZ _____

WEB _____ Phone _____ Fax _____

Social Media info: _____

Type of Business/Product to be displayed _____

Were you a vendor at the 2018 Virginia Wine & Craft Festival? Yes _____ No _____

Booth Specifications

Please indicate the number of spaces to be reserved in the following categories:

___ **CRAFTER/ARTISTS - \$125** This is a juried show. See rules & regulations for qualifications.

___ **COMMERCIAL - \$175** (chamber member); \$225 (non-member)

___ **NON-PROFIT - \$100** (non-food) Must be 501(c)3

___ **DOWNTOWN MERCHANT - \$100** (chamber member); \$125 (non-member) *Business MUST be located on Chester or Main St.*

___ **ELECTRICITY - \$25** 110V ONLY AVAILABLE (Limited Availability)

Payment Information

___ Check Enclosed (Please make check payable to Chamber of Commerce) Check # _____

___ Please Charge: ___ Visa ___ MasterCard ___ American Express ___ Discover

Name on Credit Card _____

Credit Card # _____ ZIP: _____ Security Code: _____ Exp. Date _____

Signature _____ Printed Name _____

Authorized Signature

___ I have read and agree to the Terms and Conditions of this Contract for exhibit space and affix my signature to commit to participating in 33rd Annual VA Wine & Craft Festival according to the terms stated.

Authorized Signature _____ Date _____

(Payment and photos, if required, must accompany application in order to be considered.)

33rd Annual VA Wine & Craft Festival Details

Saturday, May 18, 2019 10am - 6pm

Location

Main & Chester Streets
Downtown Front Royal, VA

Deadlines

Crafter/Artist, Commercial, and Non-Profit: 03/15/2019
\$25 Early Bird Discount available through 01/02/2019
No refunds issued after 03/15/2019. NO EXCEPTIONS.

THIS IS A RAIN OR SHINE FESTIVAL.

ASSIGNMENT OF EXHIBIT SPACE:

Space will be assigned with due consideration to an Exhibitor's preference ***based upon date of receipt of application & payment***. Specific space locations and/or exhibitor requests cannot be guaranteed. All requests for specific space and/or special requests are subject to review and approval by the Wine & Craft committee.

BOOTH DIMENSIONS AND DESIGN:

Booth size will be 10'x10'. If your booth size is larger, you must purchase another space. Space reservations are for space only. Tents, tables & chairs are not provided. Exhibitor is responsible for own signage. All exhibits must be freestanding. No bolts, screws, hooks or nails shall be driven into buildings, sidewalks or pavement.

CRAFTERS/ARTIST REQUIREMENTS:

Please provide website or Facebook address where images and/or samples of your work can be viewed. You may also email images to priffle@frontroyalchamber.com. If digital images are not available, please submit photos of your work. All work must be the original creation of the crafts person. Kit assembled work and/or imported crafts are considered commercial. Photos and slides will be returned with your notification of acceptance or denial if a self address stamped envelope is provided.

ELECTRICITY:

Add \$25 if access to 110v power is needed. Extension cords are not provided and must be supplied by Exhibitor. Electricity is supplied at the lamp posts. You will need stool or ladder to reach. If a generator is used, it must be in a soundproof box.

WATER:

Water is the responsibility of the vendor.

WINE ADMISSION:

All vendors will receive 1 complimentary wine admission. Additional advance wine admissions are \$15. Admission will be supplied at check-in on the day of the event.

REASSIGNMENT OF SPACE:

Exhibitors may not permit other companies to use their space, or any part thereof, without express written permission of Wine & Craft committee.

CARE OF EXHIBIT SPACE:

Sidewalks MUST be kept clear. All exhibitor products and materials must be stored and maintained within booth space allotted. Trash must be placed on curb at the close of show; large items, such as packaging and/or boxes must be broken down; empty wine bottles must be neatly stacked for ease of recycling.

LIABILITY AND INSURANCE:

If insurance is desired, it must be placed by the Exhibitor. Exhibitors are advised to see that their regular company insurance includes extra territorial coverage, and that they have their own theft, public liability and property damage insurance. Neither the sponsors, the employees thereof, nor their representatives, nor any employee of FR-WC Chamber will be responsible for injury, loss, or damage that may occur to the Exhibitor or the Exhibitor's employees or property from any cause whatsoever prior, during or subsequent to the period covered by the contract, and the Exhibitor on signing this contract expressly releases the Sponsors, FR-WC Chamber, its employees and representatives from, and agrees to indemnify same against any and all claims for such loss damages or injury.

CANCELLATION POLICY:

Wine & Craft 2019 will take place rain or shine. NO refunds will be issued due to weather. Should an Exhibitor find it necessary to cancel their space, written notice must be sent before March 15, 2019 in order to receive a refund. Refunds issued are at the sole discretion of the Wine & Craft committee. Cancellations received after March 15, 2019 will not receive a refund of their Exhibitor fee(s).

AMENDMENTS:

FR-WC Chamber shall have full power to interpret or amend these rules. Wherever these rules do not appear to cover specific situations, FR-WC Chamber reserves the right to make such rulings as may appear to be in the best interests of the show and the Exhibitor agrees to abide by such rulings.

Mail completed form with check or payment information to:

Front Royal - Warren County
Chamber of Commerce
201 E. 2nd Street
Front Royal, VA 22630

Or fax/email completed form and credit card information to:

Front Royal - Warren County
Chamber of Commerce
Fax: 540.635.9758