

Your information:

Farm or Business Name: _____

Contact Person(s): _____

Mailing Address: _____

Email: _____

Website: _____

Phone: _____ Cell: _____ Other: _____

Check here _____ if you are a returning vendor.

Product to be sold, a description – If you'll be a new vendor to us, please included at least 3 non-returnable photos, brochures, etc.:

I have enclosed payment for _____ (# of spaces) of 10'x10' PAVILION SHELTER booth space @ \$70.00/space \$ _____

(limited # available/postmark dated) PAVILION SHELTER is an Open Air Covered Park Pavilion with a Gravel Floor

I have enclosed payment for _____ (# of spaces) 10'x10' OUTDOOR Lawn booth space @ \$50.00/space \$ _____

I have enclosed payment for _____ (#of spaces) 10'x20' OUTDOOR booth Lawn or Truck/Trailer @ \$70.00/space \$ _____

I have enclosed payment for _____ (#of spaces) 10'x30' OUTDOOR booth space @ \$90.00/space \$ _____

Additional Advertising opportunities:

1. As a vendor you may take out a "Business Card" size ad in our festival program.

The cost for this ad is \$20.00. *Even if you are unable to attend the festival, this is a great way to advertise your business to a target population.* Please enclose your business card and check made out to the WNY Fiber Festival and mail to: WNY Fiber Festival, PO BOX 133, South Wales, NY 14139. *Ad Cards must be received by July 15, 2018 to be included.*

2. You can also advertise year-round on updates WNYFiberArtsFestival.org website for only \$20.00.

Note: Please send quality photos, business card or ad for inclusion, electronically to email: fiberartsfest@gmail.com

Total Enclosed \$ _____ Make check payable to: **WNY FIBER FESTIVAL**

Entry fees must accompany application. Partial Payments will not be accepted. We reserved the right to apply a \$35 fee to returned checks. **APPLICATIONS MUST BE POSTMARKED BY JUNE 30, 2018.**

I have read and agree to the information provided in this Vendor Application and Agreement. I understand that no other verbal representation by either party is part of this agreement. The information I have provided and contained herein is accurate to the best of my knowledge and belief.

(Printed Name)

(Vendor Signature & date)

The 14th Annual WNY Fiber Arts Festival @ the all new location:

East Aurora Firemen's Field 400 Pine St., *East Aurora, NY 14052*

Saturday, September 22, 2018 10:00 AM- 5:00 PM

Vendor Agreement

1. Vendors are contracted to sell only the items listed in the contract agreement, preferably quality natural fiber and fiber related items, hand-crafted products, tools and equipment related to natural fiber crafts or animals. Other art items that may be allowed are pottery, quilts, soaps, drawing and artwork and the like, related to the theme of the festival. The Festival Committee reserves the right to remove products from your area that do not meet the above criteria or are deemed inappropriate for this event. There are no "exclusive" sale opportunities on any products at this event.
2. To provide a high-quality festival for the public, this application will be handled like a juried show. We ask that you forward 3 photos of your booth display as well as the various items for sale along with other brochures, flyers, etc. *We prefer electron submissions for use on our website.* Photos are nonreturnable and become possession of the Festival Committee. It is agreed that photos may be used for promotion of the Festival in print or online listings and forms.
3. Applications must be postmarked by June 30, 2018. Following this deadline, the committee will review all applications for originality and to maintain uniqueness of items. Preference will be given to items originating or made in the USA. Applicants will be notified by July 15, 2018 if we have issues or questions with the application. Fees will be returned to those applicants not approved.
4. All approved vendors are to possess a valid New York State Sales Tax Identification Number. The certificate should be on display in your booth during the Festival.
5. Both indoor and outdoor spaces are available. All booth spaces are approximately 10' by 10', and will be assigned and marked. Vendors are responsible for supplying tables, chairs and displays. Vendor's assigned outdoor spaces must provide tents which fit within designated space. All vendor items and displays must stay within designated booth space. Vendors will be responsible for keeping their display areas clean and must clean their area before leaving at the end of the day.
6. Electric outlets are available throughout the festival site. Outdoor tent space will have limited access to electricity. Indoor space, outlets are available.
7. Please note that this is a "Rain or Shine" event.
8. Vendors are responsible for transportation, arrangement and sale of their own work. Volunteers will be available to watch your booth for breaks, though volunteers should not be considered responsible for selling your items. Runners will also be available to get refreshments, water, etc. for vendors. Limited security will be provided at the Festival, therefore, WNY Fiber Arts Festival assume no responsibility for loss or damage/injury to any work, display or person.
9. Vendors will be allowed to set-up on Saturday, September 23 from 7:00 am to 9:00am. Upon arrival, vendors should first check-in and receive assigned booth space number. Volunteers may be available to help you unload. By 9:00 am Saturday, all cars and trucks must be moved to the vendor designated parking area. Vendors are not allowed to take down displays before 5:00 pm on Saturday. It is not the Festival policy for vendors to begin taking down their displays before this time. Vendors who do so will not be permitted to participate in future events.

10. In the event that a vendor cancels or is otherwise unable to attend the festival, it will be the vendor's responsibility to notify the Vendor Committee in writing. Cancellation 30 days or closer to festival date will result in forfeiture of all fees.

11. The festival will keep a list of stand-by vendors and will contact potential participants as space becomes available. The Festival Committee reserves the right to reject any vendor who does not treat other vendors, volunteers, customers and guests with courtesy, or who carries/sells items from their booth not listed on their application. The Festival Committee shall decide disputes arising from any cause and their decision will be final.

12. Fiber Animals/Livestock: fiber animals are always enjoyed by the public. If you are able to bring fiber animals for display and educational purposes, please contact our Committee. For animal exhibitors: Please insure the safety of your animals as well as our guests by noting the following:

- (a) All animals must have proof of appropriate immunizations and must be accompanied with appropriate health certificates as required by New York State, which must be available when requested throughout the day;
- (b) All animals must be monitored at all times by their owners;
- (c) Transportation, penning/fencing, bedding, feed and other supplies for animals must be provided by owner;
- (d) Owners are asked to clean up after their animals;
- (e) Animals and documentation will be inspected upon arrival;
- (f) Owners are encouraged to provide anti-bacterial hand gel for the public.

13. Vendors may be asked to donate one item for the event's promotional prize drawing to be held during the Festival. While not required, our Festival Committee would greatly appreciate your support!

14. Please note that overnight camping is not allowed at the Fireman's Field. There are many hotels in EA and the surrounding area and a list of camp sites is available at <http://www.nycampgrounds.com>

15. There will be designated parking on site reserved for festival guests and a separate designated vendor parking area. All vendor vehicles must be out of the guest parking area no later than 9:00 AM. Vendor parking rules and restrictions will be strictly enforced.

Please address questions or concerns to:

WNY Fiber Arts Festival Committee
Attention: Laurel Bernhard, Event Coordinator
PO Box 133
South Wales, NY 14139

Email: fiberartsfest@gmail.com

Thank you! Laurel