

Youngstown Volunteer Craft Fire Company Field Days

CRAFTER ELIGIBILITY REQUIREMENTS

Crafters are invited to participate in YOUNGSTOWN VOLUNTEER FIRE COMPANY FIELD DAYS Craft Show as exhibitors. Food vendors are allowed via this application for items intended for consumption off-site.

YOUNGSTOWN VOLUNTEER FIRE COMPANY FIELD DAY Management may, at its discretion, determine that certain businesses and activities are not eligible for admittance to YOUNGSTOWN VOLUNTEER FIRECOMPANY FIELD DAY at the crafter level. In these instances, more applicable opportunities may be discussed or admittance denied. Crafters may not conduct any business or on-site activities that compete with event sponsors or event activities.

EVENT LOCATION AND HOURS:

Veterans Park (located next to Youngstown Fire Hall)
Youngstown, NY

SATURDAY July 31, 10am-6pm

SUNDAY August 1, 1pm-6pm

SET UP TIMES:

FRIDAY July 30, 1pm-5pm

SATURDAY July 31, 7am-10am

SUNDAY August 1, 7am-10am

APPLICATION PROCEDURES

Send your completed application with payment. Your application will not be considered until these items are received. Applications must be received no later than *JULY 2, 2010*. You will be notified of your acceptance status by *JULY 9, 2010*. If accepted you will be mailed a confirmation that includes directions to the festival, check-in and breakdown times, parking instructions, and other information.

Important note: Your payment will not be processed until you have been accepted. If you pay by check and are not accepted for any reason, your check will be returned uncashed. If you pay by money order, a refund will be issued promptly.

CRAFTER ADMISSION

Crafter space at YOUNGSTOWN VOLUNTEER FIRECOMPANY FIELD DAY is limited. Crafters will be accepted on a first come first serve basis.

Booth assignments will be made at the sole discretion of YOUNGSTOWN VOLUNTEER FIRE COMPANY which reserves the right to refuse any application for any reason. Submission of an

application and entry fee does not guarantee acceptance into the event.

CRAFTER DEADLINES

All application materials should be postmarked by JULY 2, 2010 to be considered on a rolling basis as they are received.

BOOTH FEES & PAYMENT INFORMATION

The crafter booth fees are assessed as follows:

OUTSIDE:

10'x10' Area: \$50 no electric

10'X 10' Area: \$60 with electric

**All fees include one (1) booth space for both days. Single day booth spaces are not available.*

Please make check or money order payable to YVFC

A returned check fee of \$35 will be charged for returned checks. Repayment, including the returned check fee, may only be made by money order or certified check. No personal checks will be accepted under any circumstances.

BOOTH INFORMATION

All exhibits must be contained within the booth space. Spaces may not be shared. The use of assigned space is restricted to the exhibitors to whom it is assigned. Exhibitors may also upon request rent perimeter tables, chairs and canopy tents.

A limited number of booths with electricity are available. These are on a first come first serve basis. Please note that this is a daytime event; therefore, interior lighting is not essential. Request for electricity must be made at the time of application and must supply at least a 100' heavy duty extension cord for each outlet.

Booth spaces may be located on a paved surface that prohibits anchoring any support to the asphalt.

YOUNGSTOWN VOLUNTEER FIRE COMPANY reserves the right to remove any display materials that are unsightly, in poor condition or items that do not reflect the family values at this event. Failure to comply with these rules or to abide with these decisions may result in vendor removal from the event.

Booths must be set up and ready for business by 10am each morning. All goods must be removed from the booths at the close of the event on Sunday. Vehicle access will be permitted after 5pm for removal of goods or once the crowds have left the event.

ON-SITE SECURITY

Security will be on-site with a 24hr patrol throughout the event. This presence, however, does not guarantee against theft or loss; rather, it is to supplement any precautions that exhibitors should already take. Youngstown Volunteer Fire Company recommends that you do not leave valuables unattended

SALES TRANSACTIONS

All crafters are prohibited from selling consumable food items unless approved by Youngstown Volunteer Fire Company Management **Prior to the event** and must adhere to the food vendor guidelines set forth in that application.

Exhibitors will be individually responsible for collecting and paying all applicable sales taxes.

INSURANCE

It is strongly recommended that all exhibitors carry an insurance policy to cover their actions at Youngstown Volunteer Fire Company Field Days.

COMPLIANCE WITH LAWS

Exhibitors **must** take full legal responsibility for their participation in Youngstown Volunteer Fire Company Field Days and will be the party with whom Youngstown Volunteer Fire Company, its producers and partners will conduct all legal transactions.

Failure to comply with any of the above regulations may result in immediate removal from the event with **NO REFUND** of fees paid.

LIABILITY

By signing this agreement, the Exhibitor agrees to hold harmless and indemnify Youngstown Volunteer Fire Company, their employees, volunteers, the Village of Youngstown and Youngstown Volunteer Fire Company Field Day Sponsors for any and all liabilities, losses, claims, damages and expenses arising from the negligence of the artisan and/or any of its agents, assigns, employees or representatives.

It is further understood that participants are responsible and accountable for the conduct and demeanor of their staff and representatives at the event.

EXHIBITOR CANCELLATION

In the event of cancellation or withdrawal by participating Exhibitor prior to July 7, 2010 Youngstown Volunteer Fire Company will reassign the space and return your booth fee minus \$10 for administrative handling. The refund will be available after August 18, 2010. Exhibitors must submit a refund request in writing to Youngstown Volunteer Fire Company to have fee refunded.

EVENT CANCELLATION

If Youngstown Volunteer Fire Company Field Days is cancelled due to circumstance beyond our control within 30 days of the event, a 50% refund of the exhibitor fee will be issued. If it is cancelled more than 30 days prior to the event, a 100% refund will be issued.

INCLEMENT WEATER

YOUNGSTOWN VOLUNTEER FIRE COMPANY Management will make every effort to operate the event in a safe and secure environment during rain or shine. However, should the event be forced to close or hours are lost due to severe weather conditions or circumstance beyond its control, there will be NO REFUNDS of fees paid, nor shall YOUNGSTOWN VOLUNTEER FIRECOMPANY or its partners be held liable for damages, claims, expenses or losses incurred from cancellations.

BASIC PARTICIPANT RULES

Rules and Regulations include, but are not limited to the following:

Participants:

- Are required to conduct all activities within their contracted space.
- Are prohibited from using amplifying devices.
- May not place objects, fencing or stake into pavement.
- Are prohibited from moving their booth.
- Are financially responsible for any damage due to the fault of the exhibitor.
- Are not permitted to bring animals of any kind to the event site.
- Are required to be open for business both days, rain or shine, during hours posted.
- Are required to place any garbage they have created in provided dumpsters NIGHTLY.

NOTE: Submission of a signed application and payment shall constitute agreement with all conditions in these guidelines. Please keep this sheet for your records.