



Butler County Parks &  
Recreation Department  
**SEPTEMBERFEST**

Sunday, September 29, 2019

11:00AM-4:00PM

Rain or Shine

Alameda Park, 184 Alameda Park Rd., Butler, PA

Event will be at the top of the Park

(Odd Fellow Circle)

**CRAFT, FOOD & BUSINESS INFORMATION VENDOR APPLICATION**

Name of Company/Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

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

E-Mail: \_\_\_\_\_

Web Site: \_\_\_\_\_

Description of craft or activities at your booth:

\_\_\_\_\_  
\_\_\_\_\_

We may require proof of insurance from some vendors.

APPLICATION DEADLINE: **September 6, 2019**

**Fees are non-refundable and must be submitted with this application**

Please review the Vendor Agreement before submission.



Spaces are 12'x12'.

Price per space is \$55.00 and electric will be available for an **additional \$15.00.**

**We have the right to refuse any vendors that duplicate items. Requests will be taken on applications, however all of your requests may not be honored.**

**Applications must be postmarked by September 6, 2019.**

Number of spaces: \_\_\_\_\_ x \$55.00 each on or by 09/06/2019 = \$ \_\_\_\_\_

With electricity: \_\_\_\_\_ x \$70.00 each on or by 09/06/2019 = \$ \_\_\_\_\_

**YOU MUST PROVIDE YOUR OWN EXTENSION CORD/S**

**ELECTRICAL**

# OF AMPS \_\_\_\_\_ # OF OUTLETS \_\_\_\_\_

All units must have 12/3-3 prong extension cords, MAX 50 Feet

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## Waiver of Responsibility

I, \_\_\_\_\_, **PERSONALLY AND ON BEHALF OF** \_\_\_\_\_ do hereby waive, remise, release, quitclaim and forever discharge the Butler County Parks and Recreation Department, employees and volunteers, for any damages that may occur to any personal property located in or around my booth, including but not limited to equipment or other items used by me or anyone acting on my behalf and understand that I shall be solely liable for any loss or damage associated with any property under my control.

I do hereby further waive, remise, release, quitclaim and forever discharge the Butler County Parks and Recreation Department, employees and volunteers for any damages as a result of any injuries incurred by me or by my agents or volunteers as a result of their participation in the Butler County Parks and Recreation Department Septemberfest and further agree and understand that I shall be solely liable for said injuries or damages and shall indemnify and hold Butler County Parks and Recreation Department, its employees and volunteers free and harmless from the same.

Finally, by signing below, I also agree that I have read and agree to the terms and conditions outlined in the Vendor Information & Agreement section of this application.

X \_\_\_\_\_ Date \_\_\_\_\_

Make Check payable and send to:

County of Butler      184 Alameda Park Road      Butler, PA 16001

Credit Card: (2.65%Fee) \_\_\_\_\_

Ex Date: \_\_\_\_\_ CCV Code: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Name on Card: \_\_\_\_\_ Signature: \_\_\_\_\_

Checks can be made payable to "County of Butler"

*Total Amount submitted:* \_\_\_\_\_

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Office use only

Check: \_\_\_\_\_ No: \_\_\_\_\_

Cash: \_\_\_\_\_ Staff Initials: \_\_\_\_\_

Butler County Parks & Recreation  
Septemberfest Sunday, September 29, 2019

**ALAMEDA SEPTEMBERFEST**  
**SEPTEMBER 29, 2019 11:00AM-4:00PM**  
**VENDOR INFORMATION & AGREEMENT**

Please return application (Page 2 & 3) with payment and keep this page for your records. Fees are non-refundable.  
22<sup>nd</sup> Annual Alameda Septemberfest - Sunday, September 29, 2019 from 11:00AM to 4:00PM.

**Rain or Shine**

**Contact Info: Butler County Parks & Recreation Department (Alameda Park),  
184 Alameda Park Road, Butler, PA 16001 724 284-5383**

**SET-UP**

- **Set-Up** begins Saturday, September 28 from (4:00pm-7:00pm) then again at 8:00am Sunday September 29<sup>th</sup>. There will be security on duty Saturday night.  
*Make sure you are completely set-up by 11:00 AM as the community begins arriving early.*
- You are responsible for providing your entire booth needs, i.e. extension cords, tables, canopies, chairs, etc.
- Craft booths must remain open for business the entire length of the festival.
- **Traffic will flow one way. From the Odd Fellow "T" facing the registration tent, turn right and follow the loop. Do not turn around; continue to follow the entire loop.**
- **Break down** is only permitted at most 15 minutes before the event is over. Those who break down before the event is over will not be permitted to drive through the event to pick up their items due to the safety of others. Also breaking down early may prevent you from being invited the following year. Thank you for understanding.

**ELECTRICITY**

- Electricity is limited—we must know in advance your electrical needs if any. Please complete the application accurately.
- Vendors are responsible for providing extension cords. Bring the heavy-duty outdoor type (#12 wire).
- Only one extension cord per appliance or machine is permitted.
- All booths are subject to safety inspection.

**CRAFT/VENDOR CIRCLE**

- Because of pedestrians, there will be absolutely no vehicles permitted in the Craft/Vendor Circle during the festival hours. Please park your vehicle in the designated parking area.
- Keep all tables, boxes, etc within your booth space during the festival.

**OTHER**

- Do not give away food or drink.
- Public address systems or music is not permitted without prior approval.
- Because of the car cruise, no toys that contain or shoot marshmallows are permitted.
- Please be sure to include your e-mail address on Page 1.

THANK YOU FOR YOUR PARTICIPATION IN THE BUTLER COUNTY PARKS & RECREATION DEPARTMENT'S  
(Alameda Park) **SEPTEMBERFEST.**