



17th Annual

Spring Garden Market & Home Show 2019

Presented by Butler County Parks and Recreation and Penn State Master Gardeners of Butler County

9:00am-3:00pm Saturday May 18, 2019

VENDOR APPLICATION FORM

Deadline for applications and payment is April 30, 2019

Early-bird registration: Register by March 30, 2019 and receive a \$10 discount!

Vendor spaces are 15' x 15'. There are a limited number of spaces with electricity; availability of electricity cannot be guaranteed. Vendor fees are non-refundable and all fees must be paid in advance. **A reservation is made at the time payment is received.** Event will be held rain or shine. Application form and payment must be received by March 30, 2019 to qualify for the early-bird discount.

Company Name: _____

Contact person: _____ Phone: _____

Address: _____

Email: _____ Website: _____

Please describe the product or service you will be providing at your booth: _____

All products and displays are subject to approval.

Previous vendors: Do you have any special requests for booth location?

(We will do our best to accommodate special requests; however, we reserve the right to change space assignments as necessary.)

Check the appropriate box:

☐ **Food Vendor Only (Check here)**, please attach a copy of the insurance listing County of Butler 184 Alameda Park Butler, PA 16001 as the additionally insured.

Please call for availability 724-284-5383.

☐ For Profit Business - \$75 per space Before 3/30/19

☐ For Profit Business - \$85 per space After 3/30/19, No registration available for food vendors after 4/30/19.

Vendors:

Early-bird discount!

(Application form and payment must be received by 3/30/19)

☐ For Profit Business - \$75 per booth space

☐ Non-Profit/ Home-based business - \$50 per booth space

☐ I will need electricity - \$15 additional

Registration after March 30, 2019

☐ For Profit Business - \$85 per booth space

☐ Non-Profit/ Home-based business - \$60 per booth space

☐ I will need electricity - \$15 additional

Registration after April 30, 2019

☐ For Profit Business - \$95 per booth space

☐ Non-Profit/ Home-based business - \$70 per booth space

☐ I will need electricity - \$20 additional

Make checks payable to: County of Butler. Visa, MasterCard or Discover are also accepted.

Total Amount Due: _____ (There is a 2.65% fee that will be added to your total)

Card Number # _____ Exp. _____

Name on the card: _____ CCV Code: _____ Zip code: _____

Please Read Carefully!

- **THIS IS A FULL DAY COMMITMENT.** No vendor space shall be taken down prior to the close of the event. Vendors breaking down their space early will forfeit their opportunity to return to the event next year. Event will be held rain or shine.
- Vendors will be permitted to park in the vendor parking lot located at the Lions Shelter, Masonic Shelter, or behind the Odd Fellows Shelter. ONE parking pass per registration will be provided. Additional parking is located at the front of the park. Handicapped parking spaces will be strictly enforced.
- Vendor space is 15' x 15'. Vendors must provide their own tables, chairs, tent, extension cords, surge protectors, etc. unless previously arranged. There is limited availability for spaces with electricity.
- Vendor set-up times are Friday, 9am to 7pm, and Saturday, 6:30am to 8:30am.
- All vendors **MUST** be set up by 8:30am on the day of the event. Overnight security will be provided on the Friday night before the event.
- **The venue gates will be closed to vehicle traffic at 8:30am Saturday morning** until the end of the event. No parking will be permitted within the venue. Vendor displays must be dismantled by 4:30pm the day of the event.
- **I have read and agree with the information above**

All vendors are requested to donate an item for our Basket Raffle. Proceeds from the Alameda Park basket raffle benefit the Penn State Master Gardeners of Butler County. Please deliver your item to the information table on the Friday before or the Saturday morning of the event.

Release of Liability and Indemnification As consideration of Alameda Park, Butler County Parks and Recreations Department, Butler, PA and Penn State Extension Master Gardeners of Butler County (hereinafter jointly referred to as Organizer) consenting and agreeing to permit the undersigned (hereinafter referred to as Vendor) to participate in The Spring Garden Market and Home Show, held at Alameda Park, Butler Township, County of Butler, Commonwealth of Pennsylvania on May 18, 2019, Vendor agrees that neither the Organizer, nor its employees, volunteers, contractors, agents or guests shall be liable for any claims, losses, damages, death, injuries, or liability which may be sustained by any person who may be on the premises leased by or assigned to the Vendor (including but not limited to) any agent, employee, representative, or guest of the Vendor, or any other person or entity. Vendor further agrees that it will indemnify and hold harmless the Organizer, its employees, volunteers, contractors, agents or guests from any and all claims, including third-party infringement claims, losses, damages, death, injuries, or liability (including without limitation, reasonable attorney's fees and costs) whether to property, person, or otherwise, that arise in whole or in part from the omissions of willful misconduct or breach of this contract by Vendor, or its agents, employees, representatives, guests or invitees related to or arising in connection with Vendor's participation in the Spring Garden Market & Home Show at Alameda Park, Butler, PA. Vendor, by signing this agreement, expressly releases the foregoing named association and individuals from any and all liability for losses, claims, damages and injury.

I, the undersigned, have read this agreement and understand all its terms. I execute it voluntarily and with full knowledge of its significance. (If signing for a company you must put the name of the company, your position with the company, and you must sign on behalf of both yourself and the company.)

Vendor Signature _____ **Date** _____

Please send all applications completed and with payment to 184 Alameda Park Rd. Butler, PA 16001. Checks can be made payable to "County of Butler". Food Vendors do need to provide insurance with their application. Thank you.