

2009 Downtown Fall Fest

Saturday November 7, 2009

11 a.m. to 4 p.m.

VENDOR APPLICATION/PARTICIPATION AGREEMENT

Deadline: Completed applications must be received by 5 p.m. on Friday, October 17.

The Wilmington Renaissance Corporation's 2009 Downtown Fall Fest will be held on Saturday, Nov. 7, 2009 in downtown Wilmington. This is a free, family-oriented, open to the public event.

Name of Applicant: _____
Business Name: _____
Address: _____
City/State/Zip: _____
Daytime #: _____ Evening #: _____
Cell#: _____ Fax#: _____
Contact person: _____
Email: _____ Website: _____

Please give details about your products/activity/giveaways:

Arrival/Set Up

- Vendors are asked to give 24-hours notice if they cannot attend. If an emergency prevents your attendance, please contact Julie Miro Wenger at (302)545-8305 or jwenger@eventallies.com
- Arrival time is between 8:00 a.m. and 10:00 a.m. Vendors agree to be prepared to accept their first customer by 10:45 a.m.
- If a vendor does not arrive onsite by 9:00 a.m., unless otherwise pre-arranged, his/her assigned space will be considered vacant for that day and the Wilmington Renaissance Corp reserves the right to fill vacant spaces with other vendors.
- Vendor agrees to remain open for the duration of the Downtown Fall Fest, or until 4:00 p.m. _____(please initial)

Parking

- Vendors will be issued a Vendor Parking Pass prior to the event. Vendors must have their vehicles in the designated area no later than 10:00 a.m.
- Please display your parking pass on your dashboard. The Wilmington Renaissance Corporation is not responsible for any parking tickets incurred by vendors or customers.

Spaces

- The Wilmington Renaissance Corporation will assign all tents and locations. Vendors are guaranteed their location only when they are present.

Fee for participation

- The cost for participation is \$35. This includes the \$10 vendor fee for the City of Wilmington. The fee must be paid in advance and should be made payable to the Wilmington Renaissance Corporation and mailed to 222 King Street, Suite 201, Wilmington DE 19801.

Tents/Display

- Vendors are strongly encouraged to obtain 10x10 pop-up (EZ-Up) tents as there is no shade/rain protection along Market Street. All vendors must have weights available in case of strong gusts of wind. Tents with guide/support lines are strictly prohibited.
- All vendors are required to supply their own tables and chairs.
- People knowledgeable of the items for sale must be present in vendor tents at all times during the Downtown Fall Fest.
- Children under the age of 16 will not be allowed to sell unless accompanied by an adult
- Vendors must be dressed appropriately for working with the public.

General Rules/Code of conduct

- All vendors are responsible for liability insurance and compliance with any/all requirements of the State of Delaware.
- All items for sale will be marked as such with clear pricing.
- All vendors will display their products in a clean and safe manner.
- At the close of market vendors will clean their immediate area and remove all boxes, packing materials and trash.
- All Vendors will be responsible for the actions of their employees and/or agents.

INSURANCE WAIVER

“I understand that the City of Wilmington recommends that I carry my own liability insurance while participating in the Downtown Fall Fest. At the present time, I have decided not to carry any insurance. However, I do accept responsibility for any negligence that I may cause.”

Vendor Signature: _____ Date: _____

Submitting Your Application:

Please fill out application completely including all contact information. Please provide email address if applicable. Mail, fax or email to:

Wilmington Renaissance Corporation

Attn: Julie Miro Wenger

Phone: 302-545-8305

Fax: 302-425-2485

222 King Street

Suite 201

Wilm DE 19801

Email: jwenger@gmail.com



Hold Harmless and Indemnity Clause

_____ (Vendor Name), its officers, and members shall, through the signing of this document by an authorized party or agent, indemnify, hold harmless and defend the Wilmington Renaissance Corp and their agents and employees from all liability, judgments, suits, costs and actions, including attorney’s fees and all costs of litigation of every kind and description brought and rendered against the Wilmington Renaissance Corp and, as a result of loss, damage or injury to persons (including death) or property by reason of any act or failure to act by

_____ (Vendor Name), its officers, members or employees.

Wilmington Renaissance Corporation Representative

Date

