



# Port Sanilac Blues Festival

**August 4<sup>th</sup> & 5<sup>th</sup>, 2017**  
**Vendor Participation Form**

Thank you for your interest in participating as a vendor in the 4th Annual Port Sanilac Blues Festival. We are excited to make this year's event even bigger than last year! Please read the vendor participation form and festival information requirements over carefully. Fill this form out completely and return no later than July 1<sup>st</sup>, 2017.

**Make checks out and mail to:**

**Port Sanilac Parks and Recreation, P.O. Box 193, Port Sanilac, MI 48469**

VENDOR NAME: \_\_\_\_\_

CONTACT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

EMAIL: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_

TYPE OF BOOTH: \_\_\_\_\_ FOOD \_\_\_\_\_ GAME/ACTIVITY \_\_\_\_\_ ARTS/CRAFTS  
\_\_\_\_\_ NON-PROFIT \_\_\_\_\_ OTHER

PLEASE DESCRIBE YOUR BUSINESS: \_\_\_\_\_

DO YOU REQUIRE ELECTRICITY? \_\_\_\_\_ YES \_\_\_\_\_ 15 AMP. \_\_\_\_\_ 30 AMP. (4 breakers)

(Electric spaces are limited and reserved on a first come first serve basis)

BOOTH SIZE: \_\_\_\_\_ Up to 12x12 (\$75) \_\_\_\_\_ 12 x12 With Electricity (\$100)

PLEASE CHECK ONE: \_\_\_\_\_ Proof of Insurance is attached \_\_\_\_\_ POI will be sent

**Waiver:** The Ports Sanilac Blues Festival reserves the right to refuse a vendor application, should this occur, any fees will be refunded. The vendor shall defend, save and hold harmless the Village of Port Sanilac, the Downtown Development Authority, The Ports Sanilac Blues Festival, Parks & Recreation, their respective officers, agents, board members, staff, volunteers, sponsors, and assigns from any claims, damages, losses, liability, or expense which may arise and shall not be responsible for any loss or damage due to fire, accident, theft, weather, Acts of God, vandalism or any other loss or injury whatsoever, or not specifically described herein, whether past, present or future. Booths are not insured by the Village of Port Sanilac, the Downtown Development Authority, The Port Sanilac Blues Festival, Parks & Recreation, or any sponsoring agents. Exhibitors must take the provisions for safeguarding their goods and must have replacement cost insurance for all personal property and assumes full liability for protecting, care & maintenance of exhibitor's property. Any vendor not holding valid liability insurance, exhibits at their own risk and assumes all liability. Please sign below to acknowledge you have read all of the information rules and regulations and agree to be bound by this contract.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



## Festival Information and Requirements

***Please read the Festival Information carefully before submitting your vendor application***

◆ **Booth Space Fees**

**12x12 Without Electricity (\$75) or 12x12 With Electricity (\$100) Per Day**

Payment is due with application and must be submitted no later than July 1, 2017. Booths requiring electricity are available on a first come first serve basis. Please specify if you will require 15 or 30 amp service (4 circuits only). Vendors must provide their own heavy-duty extension cords, tent, tables, lighting, accessories, etc...

◆ **Vendor Location Requests**

All requests will be considered if a certain space is available and honored once again, on a first come first server basis.

◆ **Description of Booth**

Provide a detailed description of your booth items on the application form, attach a separate sheet of paper if necessary, along with photos of sample items, if possible.

◆ **Food Vendor Set-Up Time**

Check in is between 12 noon and 3:00 p.m. Due to safety issues, vendors who arrive after 3:00 may forfeit their pre-assigned booth location and be reassigned to an alternate location.

◆ **All other Vendors Set-Up Time**

Check in is between 12 noon and 4:00 p.m. on Friday, July 31<sup>st</sup>. and between 9:00 a.m. -10:30 a.m. on Saturday. Any vendor arriving after 4:00 on Friday may forfeit their pre-assigned boot location and be reassigned to an alternate location.

◆ **Vendor Responsibility**

All vendors must leave their area in the condition that it was originally received by removing all trash, debris, boxes etc. and must not leave unattended vehicles on the festival grounds the night prior to the event. Vendors must also show proof of liability insurance and read and sign the waiver at the bottom of the Vendor application before submitting.

◆ **Booth Schedule**

All booths must open by 4:00 p.m. on Friday and 11:00 a.m. on Saturday and remain open on both days until 10:00 p.m.

*\*Each applicant will receive a confirmation letter upon receipt of their application, along with a map and directions mailed prior to the event. NOTE: This event occurs rain or shine! Be prepared for any and all weather conditions. Vendor fees are non-refundable.*

*If you have any questions you can email us at: [mmrosebush@aol.com](mailto:mmrosebush@aol.com) or reach out on FB at: [facebook.com/portsanilacbluesfestival](https://www.facebook.com/portsanilacbluesfestival)*