



It's Festival time again!

It's time to sign up for your vendor booth space if you plan to attend the 37th Annual Nappanee Apple Festival, September 13-16, 2012. We enjoyed record attendance last year in excess of 76,000 visiting our town...shopping, eating, toe tapping to some wonderful entertainment and local events throughout the weekend.

Nappanee is an Amish Community rich in its heritage and craftsmanship. The Apple Festival is our biggest community event boasting over 200 volunteers who help make it possible. It is a 12-month process to get us to September!

If you have been with us in the past...we look forward to seeing you again. If you are new to our festival...we look forward to getting to know you! Attached is the application along with the rules and regulations. Please complete the application and return it as soon as possible as space is limited!! If you return your application and payment before August 1, 2012, you will receive a \$50 discount off each booth space!

We look forward to helping you have a successful festival! If you have any questions, please e-mail or call me.

Sincerely,

Lora Beachy, Commercial Exhibit Coordinator
Nappanee Apple Festival Chairperson
lora@nappaneeapplefestival.org
574-596-3061



37th ANNUAL
NAPPANEE APPLE FESTIVAL
SEPTEMBER 13,14,15 & 16, 2012

Commercial Application

BOOTH ACTIVITY
(Please Describe In Detail)

Company/Organization: _____
Contact Name: _____
Address: _____
City/State/Zip: _____

Email: _____ **Fax:** _____
Phone: Business: (____) _____-_____
Cell Phone: (____) _____-_____
Evening phone: (____) _____-_____

Signature: _____

Of Spaces(10 ft. X 10ft.) _____ **X \$ 250.00 =** _____

If application and payment are received before Aug 1, 2012, you will receive a \$50.00 discount. Spaces are limited!

TOTAL AMOUNT ENCLOSED: \$ _____

For questions, please contact Lora Beachy at 574-596-3061 or lora@nappaneeapplefestival.org

Send application and payment to:
Commercial Exhibits
Nappanee Apple Festival
302 W. Market St. Nappanee, IN 46550
Phone: 574-773-7812 Fax: 574-773-4691



Nappanee Apple Festival 2012 Schedule:

Set up begins	Wednesday	September	12	3:00pm to 8:00pm
Set up ends	Thursday	September	13	9:00am to 4:30pm
Participant meeting	Thursday	September	13	4:30pm to 4:50pm (<u>mandatory</u>)
Open to Public	Thursday	September	13	5:00pm to 9:00pm
Open to Public	Friday	September	14	11:00am to 9:00pm
Open to Public	Saturday	September	15	10:00am to 9:00pm
Open to Public	Sunday	September	16	11:00am to 6:00pm
Vendor teardown begins	Sunday	September	16	6:01pm (<i>no earlier</i>)

Vendor Rate Worksheet

Description	Fees	Quality	Totals
Booth Rental (10 x 10 FT)	\$250.00	X_____ =	\$_____
Booth Rental before August 1, 2012	\$200.00	X_____ =	\$_____
Additional electrical amps (15 amps)	\$35.00	X_____ =	\$_____
Table Rental, each (optional)	\$10.00	X_____ =	\$_____
Chair Rental, each (optional)	\$5.00	X_____ =	\$_____
Total Fees		=	\$_____

Balance due when application is submitted. Checks payable to the Nappanee Apple Festival.
Please cut this worksheet out and mail back with your check, application and terms & conditions page.

This application form will become part of the contract between the participant and Nappanee Apple Festival, along with the Terms and Conditions for Commercial Vendors. In signing this application, you agree to abide by all rules and conditions of the Nappanee Apple Festival held in Elkhart County, Nappanee, Indiana.

The Apple Festival Committee has the right to limit entries per medium.

Your booth must be kept neat, clean and safe for patrons. Boxes must be hidden from public view.

Once your application is received, there are **NO REFUNDS** on space rental.

Visit us on the web:
www.nappaneeapplefestival.org



TERMS AND CONDITIONS FOR COMMERCIAL VENDORS

1. Vendor is required to be open to the general public for the duration of the entire event. Closing to the public before the end of the event or not opening on time to the general public is grounds for exclusion from participating at future events.
2. Nappanee Apple Festival will not allow the sale of merchandise at the event that offends community standards or depicts illegal drug use or related paraphernalia.
3. **SUBLEASING:** Vendor may not sublease their space unless pre-arranged with Nappanee Apple Festival board. Sublease in this use includes renting, sharing, donating or in any way allowing another company or person to display or advertise in an exhibitor's space.
4. **INDEMNIFICATION:** Contractor agrees, by accepting this agreement, regardless of coverage under any insurance policy, to pay all costs necessary to indemnify, defend and hold Nappanee Apple Festival and its agents (as applicable) harmless from all claims, demands, actions, attorney's fees, cost and expenses based on or arising out of any acts, errors, omissions, fault, or negligence of contractor or its principals, employees, subcontractors or other agents while performing services under this contract.
5. **ELECTRICAL REQUIREMENTS:** Vendors will receive 15 amp electrical service within 100 feet of your booth space. **You must provide your own cord.** If you require additional or other electrical hookup, there will be an additional charge. ****Surge protectors are recommended.**
6. All vendors are responsible for collecting Indiana's tax of 7% for items sold. You must provide the festival with your sales tax number form or your tax exemption form prior to the beginning of the festival.
7. All business or other activity, for which the vendors have rented space, must be conducted within the designated booth space only! No distribution, canvassing, flyers, nor vending of any kind may be done by strolling through the festival grounds.
8. All participants agree to indemnify, defend and hold harmless Nappanee Apple Festival and any of our sponsors, officers, employees, and agents from any loss, theft, damage or injury to any person or property taking part in the festival.
9. **SECURITY:** Will be provided for the vendor booths and the encampment areas during non-festival hours.
10. Consumption of alcoholic beverages by vendors at their booth is prohibited. Under no circumstances are controlled substances allowed or tolerated on the festival site. Anyone with controlled substances in their possession on the festival site is subject to immediate expulsion and/or arrest.

11. The vendor agrees to comply with all applicable Elkhart County fire safety regulations regarding display space and materials. The vendor agrees to comply with all set-up, display, load-in/load-out and tear-down guidelines as established by the Nappanee Apple Festival, including access to booth and vehicle restrictions.
12. It is understood that the vendor must be in attendance for the length of the show, unless written permission by the festival board before the festival begins. If the vendor is unable to attend, his/her space and money paid will be forfeited. You will be charged \$100 if you tear down before 6:00pm on Sunday, September 16, 2012.
13. It is understood that any policies, procedures or instructions that have been sent to vendors of the festival at anytime are considered a part of this agreement.
14. It is understood that if any provision in this contract is violated by the vendor, the Executive Director can eject the vendor from the Festival. The decision of the Executive Director is final.

IN WITNESS WHEREOF, the parties have executed this Agreement on this ____ day of _____, 2012

Festival:

Nappanee Apple Festival
 302 W. Market Street
 Nappanee, IN 46550

 Lora Beachy,
 Commercial Exhibits Coordinator

Vendor:

 Signature

 Company

 Phone