

# The White Haven River Festivals

## 21<sup>st</sup> Annual “Jam Below the Dam”

### Hosted by the Greater White Haven Chamber of Commerce

#### Rules, Terms and Conditions of Participating Vendors

1. No Vendor will be permitted to sell raffle tickets, 50/50 tickets or during the event as these are items that the chamber will be providing during the event.
2. No vendor is permitted to sell alcohol.
3. The business for which this application is approved shall be at all times subject to inspection by officials of the event and by the White Haven Fire Company.
4. Event Hours: **Set up** on Friday, August 21<sup>st</sup> from 6pm to 9pm, Event hours Saturday, August 22<sup>nd</sup> from 10:00 am to 10pm and Sunday, August 23<sup>rd</sup> 12:00pm to 8:30pm
5. Upon Arrival, all vendors must stop and see a staff member for the arrival and booth location conformation at the intersection of Main and Berwick Streets.
6. Booths and Exhibits must be erected on Friday, August 21<sup>st</sup>. Event staff will direct vendors to their locations between 6:00pm and 9:00pm Parking will be provided in designated areas. Let us know if you need to set up on Saturday prior to Event. All food trailers must be set up on Friday evening.
7. Vendors are entitled to use the leased space for the duration of the festival only. All rights and privileges to this leased space will expire immediately at the conclusion of the festival.
8. Booths and exhibits must be worthy of show and approved by the event committee chairperson.
9. Vendor agrees to occupy their assigned space and shall NOT assign, transfer or sublet any part thereof to any other party or move to another location.
10. Booths and exhibits must be cleaned each night and debris placed in trash cans.
- 11. Vendors must not dismantle booths or exhibits while Festival is in operation. Dismantle time begins on Sunday at 8:30pm and must be completely dismantled and off the streets by 12am**
12. Security will be provided Friday and Saturday overnight from 10:00pm to 7:00 am. However, the GWHCC assumes no responsibility for damage or injury to vendors/exhibitors, nor his / her employees, or to any property resulting in damage by water, fire theft or any other case. Vendor/Exhibitor assumes full responsibility for property and belongings associated with their booth. Vendors also indemnifies, the GWHCC, its organizers and sponsors against any and all legal or other proceedings with respect hereto.
13. Vendor's booth fees must be paid when the application is submitted. Space will be assigned according to the date the application received. Nonpayment or partial payments will constitute application rejections.
14. A deposited check is an accepted application and a commitment to the event. No refunds will be made after July 30, 2009. If rejected, your fee will be returned at that time. Note: Your application acceptance will be sent to you in the mail or by

- email if you have provided your email address on our application. We will also be sending you your vendor space location and a vendor booth locator map.
15. We do accept site locations requests but do not guarantee that sites will be available.
  16. Items listed on vendor's application will be the only items sold. Vendors not meeting this rule will be asked to leave the event with no fee refund.
  17. Vendors are responsible for collecting Pennsylvania State sales tax on sales made during this event
  18. Vendor materials – including tables, chairs, lights etc are to be supplied by the vendor and are their sole responsibility.
  19. Vendors must bring two 30 gallon garbage cans for debris at the booth. Also please bring your own extension cords. Debris must be removed by vendor to dumpsters provided by the GWHCC.
  20. Booth space will be used by the vendor/exhibit only and only for the purpose set forth in the application, rules, terms and conditions. Any other use will subject the vendor to forfeiture of his/her rights to said space without reimbursement.
  21. Failure to comply with any of these rules, terms or conditions shall be adequate grounds of revocations by the event committee of the vendor contract without reimbursement.
  22. Any vendor who pulls out after only one day will not be invited to return to future festivals, unless the vendors has obtained approval from the event committee.
  23. For further booth information, please call Henry at 570-449-7383 or email us at [vendors@whitehaven.org](mailto:vendors@whitehaven.org)
  24. Silly string, poppers, confetti or other items which create garbage or safety issues on the streets will not be allowed to be sold at the festival.
  25. All food vendors must have a working fire extinguisher at the booth. Propane tanks must be secure at all times with correct safety valves. Subject to inspection from White Haven Fire Chief.
  26. Food vendors are requested to have their certificate of insurance available in the booths through out the weekend.
  27. Please keep this list of rules, terms and conditions for your records, but return the application to the Greater White Haven Chamber of Commerce.