

Smith Mountain Lake Wine Festival

Wine Festival Vendor Event Regulations

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- 1) Unless otherwise notified, the Smith Mountain Lake Wine Festival will take place at Lake Watch Plantation (14374 Booker T. Washington Highway, Moneta, VA 24121) on September 27 and 28, 2008, rain or shine.
- 2) The event is scheduled for 11:00 AM – 6:00 PM on Saturday and 11:00 AM – 5:00 PM on Sunday. All vendors are expected to participate on both days and must man the booth at all times during the festival. Booths may be set up on Friday afternoon (9/27) between 2PM – 5PM or Saturday morning beginning at 8:00 AM. Booth preparation must be completed, inclusive of the removal of any vehicles, by 10:30AM. No vehicles are allowed on the grounds for take down prior to 5:00 PM on Sunday.
- 3) Space is limited. Application will be reviewed for acceptance by Festival vendor committee and notified of acceptance. All fees must accompany the attached registration form. Checks should be made payable to the Smith Mountain Lake Chamber of Commerce, SMLCC, 16430 Booker T. Washington Highway, #2, Moneta, Virginia 24121. If you are not accepted, your check will be returned immediately. Subletting space to another vendor is prohibited.
- 4) Vendors are expected to furnish their own tables and chairs, display racks and any other items required for their display. The vendor participating is solely responsible for bringing any protective items to protect them from the weather. The Smith Mountain Lake Wine Festival only furnishes the space. Tent, table and chair rental is available through the SMLCC. All rentals must be indicated on the application and payment included with the completed registration form.
- 5) Each vendor is responsible for cleaning his/her own space during the event. All trash must be bagged and brought to the dumpster. Each vendor is required to have insurance at the time of application covering participation in event.
- 6) Perimeter security guards will be provided for Friday and Saturday night, however, the Smith Mountain Chamber of Commerce and Smith Mountain Lake Wine Festival are not responsible for loss of inventory or loss or damage to work or other property of vendors and/or participants. SMLCC and the Smith Mountain Lake Wine Festival are not responsible for loss or damage to property of vendors or their associates.
- 7) Electricity is not available nor can it be made available
- 8) Any vendor advertising signs over 8 feet must be taken down overnight in the event of inclement weather. This will help ensure your tent and the surrounding tents are not damaged during a storm. In addition, no signage/promotion, etc. may reflect the logos of alcoholic beverages other than wines sold at the Festival. You may not display items not approved for sale.
- 9) Each vendor is responsible for keeping the area in and around vendor's space neat and free from rubbish.
- 10) Pets are not allowed on the Festival grounds.
- 11) No alcoholic beverages other than those purchased at the Festival are permitted. Any item displaying profanity or discriminatory symbols, words, etc. is strictly prohibited.
- 12) Vendor's employees or contract associates of any kind participating in booth activities must have appropriate "ID" to evidence same to show at entrance gates for admittance.
- 13) Vendors are responsible for the collection of Virginia State sales tax and maintenance of appropriate documentation for state inspection.
- 14) Vendors and their staff are not provided festival tickets, wristbands and/or wine glasses. Advance tickets may be purchased at: www.visitsmithmountainlake.com.
- 15) There will be no refunds made for spaces once you have been accepted as a participant in the Smith Mountain Lake Wine Festival.

MISCELLANEOUS

- a) Should the Smith Mountain Lake Chamber of Commerce cancel the Wine Festival for any reason, this agreement shall be null and void as of date of said cancellation and the vendor and Smith Mountain Lake Chamber of Commerce shall release each other from any and all further obligations whatsoever. In the event the Smith Mountain Lake Chamber of Commerce cancels the event prior to the Festival date, vendor shall be entitled to receive a full refund of the commercial booth space fee, provided however, that no refund shall be due to vendor should the Smith Mountain Lake Chamber of Commerce be forced to cancel the event because of events beyond the control of the Smith Mountain Lake Chamber of Commerce, such as, but not limited to, inclement weather, floods, riots, insurrections, acts of government bodies and the like.
- b) Upon execution of this agreement and as a part of the consideration hereof, vendor agrees to indemnify and hold the Smith Mountain Lake Chamber of Commerce, and all of the Smith Mountain Lake Chamber of Commerce officers, directors, sponsors, employees and agents, harmless from any and all debts, accounts, suits, cause of action, actions, proceedings, claims, liabilities, demands and judgments, which may include, but are not limited to all costs, expenses, damages and attorney's fees, arising out of, by reason of, or in connection with any act or failure to act by vendor's agents, invites, employees, representatives or servants in the activities contemplated by this agreement, in connection with the failure of any apparatus, equipment or personal property used by vendor in the activities contemplated by the agreement, or in connection with vendor participation in the Smith Mountain Lake Wine Festival. **The vendor agrees to provide a certificate of commercial general liability including product and completed operations insurance covering participation in the event with application.**
- c) This agreement contains the entire understanding of the parties with respect to the matters contained herein. The agreement may not be modified, except by the writing signed by both parties. This agreement supersedes all prior communications or agreements, whether written or oral, relating to Smith Mountain Lake Wine Festival.
- d)** Any problems encountered with Festival attendees should be immediately reported to Festival Management.

SMITH MOUNTAIN LAKE WINE FESTIVAL 2008 CRAFT VENDOR APPLICATION



Festival Dates: Saturday & Sunday September 27 & 28, 2008
Smith Mountain Lake Chamber of Commerce
16430 Booker T. Washington Hwy. Unit 2

DEADLINE FOR ENTRY: 8/01/2008

Visitors Center, Moneta, Virginia 24121
Phone: 540-721-1203 Fax: 540-721-7796
Email: smlccp@aol.com Web: www.visitsmithmountainlake.com

Vendor Name: _____
Contact Name: _____ Title: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone Number (Day): (____) _____ Fax number: (____) _____ E-mail: _____

SPACE REQUEST / TENT REQUIREMENTS: (The use of a tent is **required**.)

- A) Space Fee : _____ \$100. for up to 12'x12' OR _____ \$200. for up to 20'x20'
_____ I will provide my own tent. My tent size is (required): _____ - OR -
_____ I will need the Festival to provide a tent.
- B) _____ 10' x 10' Including 2 Tables + 2 chairs \$190 OR _____ 20' x 20' Including 6 tables + 4 chairs \$300
- C) _____ For my own tent please rent me _____ set(s) eight foot table with 1 chair @ \$20 each set.
- All rental fees are due at the time of application. Supply of tents is limited & subject to availability.
- Check Enclosed = A + B + C = \$ _____ - OR - Credit Card payment \$ _____**

**** REQUIRED ITEMS**

**** REQUIRED: DESCRIPTION OF ITEMS TO BE SOLD/ SERVICE RENDERED:**

** Hand crafted merchandise: _____ Resale/mass produced merchandise: _____
Describe merchandise: _____ Price range: _____

**** REQUIRED: Submit a minimum of four photographs of your merchandise**

You will be notified no later than Aug 15, 2008 of your acceptance into the show. An accepted application constitutes commitment to the show. No refunds or credit card credits will be allowed for any reason. By signing below, I attest I have read and understood the attached event regulations and agree to abide by and be bound by them.

Signature: _____ Date: _____ (Circle One) Visa M/C AMEX Discover
Print Name: _____ Credit Card #: _____ Exp _____
Billing Address: _____ Billing Zip: _____

FESTIVAL INFORMATION: Dates: Sept. 28 & 28, 2008. Time: 11am - 6pm Saturday; 11am – 5 pm Sunday.
No electricity Available. You are responsible for cleaning your own area each day; use dumpster to dispose of all boxes, and trash of any kind. Wine Festival *is not* responsible for any lost or stolen items; please take or secure items after leaving the event overnight. The Wine Festival will *not* provide any tables, chairs and/or tents unless you would like us to rent them for you from our subcontractor.

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SMLCC Office Use:
Date Received: _____ Payment Type: _____ Acknowledgement sent: _____
Amount: _____ Credit Card Auth: _____ Location Assignment: # _____