



Vendor Application – Deadline August 4

CONTACT & BUSINESS INFORMATION

Name _____

Business Name _____

Address _____

City _____ State _____ ZIP _____

Phone _____ Email _____

PA Sales Tax ID # _____ Website/Social Media _____

PRODUCTS

Please list the products you would like to sell at the event. Include price ranges and a photo showing the products (photo may be emailed to info@leroyheritage.org).

I have emailed a photo of my product(s), which are listed as follows:

BOOTH REQUIREMENTS & REGISTRATION PAYMENT

Note: Vendors/exhibitors are required to provide their own tables and chairs. We do not currently offer electric hookup. Please read the attached Rules for more information.

Number of spaces _____ X \$30 per 10'x10' space = \$_____

- Check enclosed (Check #_____)
- Credit Card (online at www.leroyheritage.org/barclay-mt-heritage-day)

RELEASE AND ACCEPTANCE OF RULES

By signing below, I/we agree that I have read the attached rules and agree to act in accordance with these rules. Additionally I/we release the Barclay Mountain Heritage Day event and the property owners, LeRoy Heritage Museum and LeRoy Community Association, from any and all liability for any damage, injury and loss to any person or goods which may arise from the rental and occupation of exhibit space by the applicant(s) and agree to hold harmless of any damage or loss by reason thereof, the Barclay Mountain Heritage Day event and the property owners. If my booth is accepted for inclusion in the event, I understand that my registration fee shall not be refunded in the event that I do not attend or if all or part of the show is canceled due to fire, calamity or any other act of God, public enemy, strikes, statutes or ordinances or any legal authority or any cause beyond its control. I/we understand that I am required to stay for the entire duration of the event and that leaving early will void my participation in future events.

SIGNATURES

Signature of Applicant _____
Date

Signature of Applicant _____
Date

MAIL APPLICATION AND PAYMENT TO:

LeRoy Heritage Museum
8051 Southside Road
Canton, PA 17724

If you pay your registration fee online through the website, you may email your application to info@leroyheritage.org.

BARCLAY MOUNTAIN HERITAGE DAY RULES

To be read and agreed to in connection with the Vendor Application.

- ❖ Vendors are described as those who are selling products at the event. Vendors must fill out the vendor application. Exhibitors are described as those who are offering displays of an educational nature including nonprofit organizations and clubs. Exhibitors must request permission from LeRoy Heritage Museum if they wish to sell anything for fundraising purposes. Exhibitors are expected to abide by the same rules as vendors.
- ❖ All articles offered for sale must be handcrafted by the vendor or must be of a creative nature. Products that complement the overall theme of the event are more likely to be accepted than those that don't (for example, items made of wood, items that promote natural resources or activities that can be done on the mountain, items that celebrate the history of the mountain, etc.) No kits, commercially manufactured or bulk-processed articles are permissible. LeRoy Heritage Museum reserves the right to accept or reject any application, as it deems appropriate. The museum also has the right to withdraw any item deemed inappropriate or not juried. If the item is not removed, the vendor will be asked to leave and will not be permitted to participate in future events.
- ❖ If a booth is accepted for inclusion in the event, the Registration fee shall not be refunded in the event that the vendor does not attend or if all or part of the show is canceled due to fire, calamity or any other act of God, public enemy, strikes, statutes or ordinances or any legal authority or any cause beyond its control.
- ❖ The LeRoy Heritage Museum and LeRoy Community Association are not responsible in case of loss or damage on the day of the event.
- ❖ There is no rain date. Barclay Mountain Heritage Day will be held from 10 am to 4 pm on Saturday.
- ❖ A deposited check is a commitment to the Festival. Refunds minus a \$10 processing fee will be given if requested by August 4, 2018. No refunds will be made after August 4, 2018. Applicants not accepted will be notified on or before August 4, 2018. If not accepted, your full fee will be returned at that time.
- ❖ Barclay Mountain Heritage Day organizers will direct vendors/exhibitors to their locations between 7:00 am and 9:00am Saturday, August 11, 2018. Set up must be completed by 9:00 am, Saturday. Vehicles must be removed to the Exhibitor Parking area by 9:00 am, Saturday. Parking is identified on the event map.
- ❖ Flea market or similar booths will not be accepted for participation in this event.
- ❖ All booths that are not occupied within one hour of opening the market will forfeit their booth space and fee. Vendors/exhibitors are to ensure that their display is completely set up and ready to sell when the event opens.
- ❖ All vendors/exhibitors must contain their display, their work, and their storage boxes within dimensions of the space they rent.
- ❖ Vendor booths must be of sound construction and must in no way obstruct or endanger the neighboring booth areas. All tents MUST be staked down.
- ❖ If you are having a walk-in booth, you must provide adequate walk-in space within your designated area.

- ❖ Sales representatives or agents who sell craft work but are not directly involved in the production of that work may not participate in the show.
- ❖ Vendors/exhibitors are expected to keep their items neatly displayed at all times and to be at their booth during the hours the show is open.
- ❖ Each participant is responsible for following all federal, state, and municipal regulations and restrictions regarding their individual craft. Insurance and appropriate license(s) are the vendor's/exhibitor's sole responsibility. A Certificate of Liability for the event may be requested.
- ❖ Collection of retail sales tax is the responsibility of the registered Vendors/exhibitors.
- ❖ Vendors/exhibitors should be ready to accept cash as there is no WI-FI available and cell reception is poor.
- ❖ Smoking, alcoholic beverages, and recorded music are not permitted on the grounds.
- ❖ Vendors/exhibitors shall not disassemble, pack up or remove any part of their display prior to the official closing time.