



Day in the Park Event Guidelines and Vendor Waiver

Whereas the Laurel Arts League (hereinafter "LAL") organizes the Day in the Park Arts and Crafts Festival (hereinafter "Festival"), at Mason Park in Laurel, Mississippi and whereas, the vendor desires to lease booth space on the park grounds upon which to sell merchandise, entertainment/activities, or concessions.

1. Booth Equipment: Booth fees are for space only. All vendors/exhibitors must provide all booth materials including tents/canopies, cooking equipment/supplies, floor coverings, extension cords, tables, chairs, sunshades, decorations, price lists, signage, etc.
 - a. **All vendors are responsible for the set up and break down of the booths. Members of Laurel Arts League will not be able to assist with loading or unloading, setting up, or breaking down of booths.**
 - b. All vendors agree to participate for the entire event and understand that tearing down booths set up prior to 3:00pm on festival day is not allowed. All unsold merchandise must be removed by 4:00pm on festival day.
 - c. The Registration Fee is for one exhibit space. Spaces will be preassigned after receipt of the registration application form and payment. Exhibitors must occupy the assigned booth space. It is specifically agreed and understood this lease is for the space specified, or such other space or booth as LAL may designate and that aisles, walkways, common areas, or other parts of the festival grounds are not considered a part of the lease area. Further, vendor agrees that all personnel and property used in connection with the leased space will remain within the above-specified leased space and will not enter, occupy, use or obstruct any walkways, aisles, common ways or other parts of the festival grounds.
 - d. Electrical power is not available throughout the Park. Some booth spaces may have access to electrical power but it is not guaranteed. Please request power on your application if it is needed to operate your booth.
 - e. LAL reserves the right to make final space assignments to assure the interests of the festival are best served. If at any time in the opinion of the LAL vendor is found to be detrimental to the interest of the festival, the vendor shall remove or relocate on demand and at the discretion of the LAL at the expense of the vendor. If vendor does not actually use the booth space, it is agreed that no portion of the rental already paid will be returned.
2. Set Up: Vendors will be allowed to set up their displays on Friday between 4:00-6:00pm, and on Saturday between 6:00-9:00am. Overnight security will be provided. Vendors should check in at the Mason Park Pavillion to receive instructions and a pass to enter the service road for unloading.
3. Grounds: NO animals, bicycles, roller blades, skate boards, hover boards, or alcoholic beverages will be allowed in the park.
4. Refusal and Eviction: The Laurel Arts League (LAL) has the right to prohibit and/or evict (without refund or assumption of liability of any kind) any person who is in any manner deemed offensive or unprofessional or who does not comply with the guidelines stated herein. LAL has the right to request removal of items considered inappropriate for the event.

5. Trash Receptacles: All vendors must place trash in the trash cans provided throughout Mason Park. Vendors are responsible for cleaning up their respective booth area. All trash should be properly disposed of in the provided receptacles.
6. Taxes: A LAL member volunteer will bring a sales tax envelope to you on the day of the festival. Mississippi Sales tax of 7% must be paid before you leave the festival.
7. Entirety: No understanding or agreement exists except that which is specified in this document. Any cancellations of this agreement must be received in writing.
8. Parking: Vehicles will not be allowed on the park grounds for unloading, loading, set up, or displaying of items.
9. Arts and Crafts: All arts and crafts must be hand made by the exhibitor. The work of only one exhibitor may be displayed in each assigned booth space. Two or more people producing a single item may qualify as a single exhibitor and should indicate this on in their application. No commercially prepared T-shirts allowed. No commercially produced items with the LAL or Day in the Park logo may be sold without the permission of LAL. Selling prices may not be increased throughout the day.
10. Waiver: This event is held rain or shine and no booth registration fees or vendor expenses will be refunded. In consideration for attendance and participation in LAL's Day in the Park, vendor agrees to protect, defend, and hold harmless the Laurel Arts League and their respective elected or appointed boards, officers, agents, members and volunteers from any and all claims, liabilities, expenses, or damages of any nature, including attorney's fees, to the extent such claims, liabilities, expenses, or damages arise out of the participation in the festival.

I understand that I am responsible for reading and complying with these guidelines for LAL's Day in the Park festival, as well as any applicable local, state, and federal laws and regulations. I further understand that booth fees are non-refundable. By signing below, I agree to accept these guidelines and waiver.

Signature

Date