

2017 ARTS/CRAFTS/ANTIQUES VENDOR APPLICATION

**AUGUST 26
2017**



11 - 7 PM

Downtown Hammond, Indiana | Hohman Avenue and Sibley Boulevard
(Gravel lot on the Northeast corner across from EAT, 5201 Hohman Avenue)

Date/Time: Saturday, August 26, 2017 from 11 am - 7 pm

Set up: 8 - 10:30 am; Teardown begins at 7 pm

The AOA DOES NOT supply tents/canopies/tables/chairs

For space consideration, please complete this form and the Vendor Contract on the reverse and return it, along with your **check or money order** made out to the Downtown Hammond Council. **Mail or drop off to:** It's Just Serendipity, Event Coordinator, Karen Maravilla, 5630 Hohman Avenue, Hammond, IN 46320 (Drop offs can be left in the locked mailbox) by August 18, 2017

[Arts on the Ave has right to limit vendors.]

Cost: 10' x 10' Booth Space \$20.00

10' x 20' Booth Space \$35.00

Like us on Facebook

For questions or information you may reach Karen at 219-512-4298 (Between 9 am - 7 pm) itsjustserendipity@att.net

Please Print Clearly

Vendor Name: _____

Contact Person: _____

Mailing Address: _____

City, State, Zip: _____

Phone (day): () _____ (evening): () _____

E-mail (Required): _____

Please indicated the number space(s) requested:

___ **10' x 10' (\$20)**

___ **10' x 20' (\$35)**

___ **Other** _____

Please help make our event a success — share on Facebook, Instagram and Twitter.

Space reservations by: August 18, 2017. Only cash payment is accepted. NO EXCEPTIONS!

Please check appropriate category and describe items for sale at your booth *Please Print Clearly*

Arts/Crafts

Antiques/Collectibles

2017 ARTS/CRAFTS/ ANTIQUES VENDOR CONTRACT



1. **The Vendors Display Booth must be kept neat and clean.** All packing boxes, supplies and personal food containers must be hidden from the public view.
2. **Vendors must supply their own tents, displays, chairs, tables, props and table coverings.**
3. **Registration forms received without appropriate booth fees will not be considered. Payment made by cash only by August 18. No checks or credit cards accepted for registration at any time.**
4. Registrants will receive confirmation of their acceptance via email. **No refunds will be made once confirmed as a Vendor for event.**
5. **Vendors are responsible for set up, operation, maintaining, and dismantling of booth.** Set up is between 8 – 10:30 am. Tear down must not begin until 7 pm. **NO EXCEPTIONS!** AOA will enforce this rule. Vendor(s) will not be allowed to return for future AOA events if tear down begins sooner than 7 pm.
6. If applicable, Vendor is responsible for all taxes owed. Indiana sales tax rate is 7%.
7. **Vendors must park vehicles in assigned parking area immediately after unloading.**
8. **No utility service** (such as electrical or water hook-up) is available.
9. **No Alcoholic Products allowed. AOA will be sole provider of all beverages (water, pop, adult beverages).**
10. **Vendor must remove all property, goods, and materials brought into the event area.** Vendor shall leave said space clean and free from all rubbish. Arts on the Ave (AOA) shall in no way be liable for the Vendor's failure to make provisions to safeguard all materials, equipment, and displays at all times. The Vendor agrees to indemnify and hold harmless AOA for any such failure to make these provisions.
11. In the event that the premises or booth space are destroyed or damaged by fire, or unavailable due to circumstances beyond the control of AOA, Vendor shall have no cause of action or claim for damages or compensation against AOA except for control of AOA, Vendor shall have no cause of action or claim for damages or compensation against AOA except for the return of any amount previously paid and in such an event, the agreement shall be terminated.

WAIVER/LIABILITY STATEMENT

The forgoing information is complete and true to the best of my knowledge. I understand that should I act in a manner that is unsafe to me, other participants, or staff, I may be excluded from the event. I, the above-named Vendor ("Vendor"), agree to indemnify, to protect, and to hold harmless Arts on the Ave (AOA), its members, agents, and volunteers and The City of Hammond, Indiana from any claim or liability whatsoever, including, but not limited to, any loss, damage, defacement or destruction caused by Vendor and/or its agents. I acknowledge that Arts on the Ave, and the City of Hammond, Indiana provide no insurance for the benefit of Vendor, or against the acts or omissions of the Vendor, its agents or employees. All Insurance for Personal Property, Public Liability, and Personal Injury must be carried by the Vendor. I hereby release and discharge Arts on the Ave, the City of Hammond, together with the officers, employees, board members and agents of both Arts on the Ave and the City of Hammond, for any injury, damage, loss, or theft occurring as a result of my participation in this Arts on the Ave. I hereby grant to Arts on the Ave the right to photograph me and use the photo and/or other digital reproduction for publication processes, whether electronic, print, or digital. Garbage will be securely bagged and protected from animals and spillage.

Signature: _____ Date: _____ Printed: _____