



Downtown Sunbury, PA

Friday, August 17 from 12 pm - 11pm | Saturday, August 18 from 9am - 6pm

Please be sure to attach ALL required documents when submitting your application and payment.

Application Checklist:

- Completed and Signed Application
- Check made payable to SRI
- Insurance Certificate
(ALL vendors)
- Menu and Pricing
(ALL food vendors)
- ServSafe Certificate
(FOR PROFIT Food vendors only)

Even if you submitted these documents last year, you **MUST** attach them to your application.

Applications that are incomplete, received without the required documents, or without payment will be returned and your space WILL NOT be reserved.



Vendor Application

Friday, August 17 from 12 pm - 11pm | Saturday, August 18 from 9am - 6pm

Make checks payable to SRI and return all completed documents to
Sunbury's Revitalization, Inc., 353 Market St. Sunbury, PA 17801

Name of Business/Organization _____ Email _____
Contact-Person _____ Phone _____ Cell Phone _____
Address _____

1. Describe your stand Tent Trailer Other _____

2. How many Spaces Do You Need? (10'x12') _____
If you are bringing a trailer and it is larger than 10'x12' you purchase an additional space.

3. Vendor Description and Pricing (per space):

- Food (For Profit), \$200 | **MUST submit menu, pricing, ServSafe & Insurance with application**
- Food (Non-Profit), \$125 | **MUST submit menu, pricing & insurance with application**
- Retail \$125 | **MUST submit insurance with application**

Please tell us what you'll be selling: _____

- Promotional \$125 | **MUST submit insurance with application**
- Non-Profit \$125 | **MUST submit insurance with application**
- Other \$125 | **MUST submit insurance with application** (please specify) _____

4. Will you need access to a water supply? Yes No

5. Do you require electric service? No

No - I will be using my own generator (see guidelines in Rules & Regs on next page, #15)

Yes - How many amps do you draw (add amperage for all appliances you will use) _____

I need _____ 20 amp outlets X _____ days X \$20 \$ _____

I need ONE 20-30 amp/240 volt X _____ days X \$40 \$ _____

TOTAL FEES: Participation fee \$ _____ X _____ \$ _____
per space fee # of spaces

Electricity fee + \$ _____

TOTAL AMOUNT ENCLOSED \$ _____

My signature below acknowledges that I have read and understand the regulations, requirements, and rules associated with participating as a Vendor at Sunbury River Festival on August 17-18, 2018. I understand that due to PennDot restrictions no vendors will be placed on Front Street. I also understand and agree that vendor placement is at the sole discretion of the River Festival Committee.

Signature _____ Date _____



Vendor Rules, Regulations, and Requirements

PLEASE KEEP FOR YOUR RECORDS

1. Indemnification - In consideration of the use of event space designated for vendors by Sunbury's Revitalization, Inc. ("SRI"), the undersigned ("Vendor") hereby agrees to release SRI, the City of Sunbury, Sunbury River Festival, event sponsors, their Board of Directors, officers, members, employees and agents from all claims whatsoever by Vendor arising from or related to Vendor's use of space.
2. Vendor further agrees to hold harmless, to defend and indemnify, dollar for dollar including, but not limited to costs of defense and counsel fees, SRI, the City of Sunbury, Sunbury River Festival, event sponsors, their Board of Directors, officers, members, employees and agents against any and all liability, law suits, claims, summons, causes of action or things whatsoever, whether for damages, fines or any other type of relief whatsoever, that may be brought against SRI, the City of Sunbury, Sunbury River Festival, event sponsors, their Board of Directors, officers, members, employees and agents by any party whatsoever, arising from or related to Vendor's and/or its directors, officers, employees and agents activities, products, acts or omissions, whether negligent or non-negligent.
3. **Certification of Insurance- In order to participate, vendors must provide a Certificate of General Liability Insurance naming Sunbury's Revitalization, Inc. and the event committee as "Additional Insured regarding vendor participation at the Sunbury River Festival August 17 & 18, 2018, providing a minimum of 1,000,000 liability coverage. Limited exclusions may apply.**
4. **For Profit Food Vendors must provide a copy of a valid ServSafe Certificate. All Food Vendors must display prices at the event.**
5. Theft- SRI, the City of Sunbury, Sunbury River Festival, event sponsors, their Board of Directors, officers, members, employees, and agents will not be responsible for theft, accidents or loss, or damage to property belonging to Vendors.
6. All decisions of SRI and the Event Committee are final. Committee reserves the right to deny any application.
7. No refunds for no-shows or cancellations within 30 days of the event.
8. Vendors are responsible for all state sale tax laws. Failure to comply will prohibit you from exhibiting at future events.
9. You may begin setting up Friday at 7 am.
10. Vehicles must be removed from the event one hour before starting time and must remain out of the event area until ending time and all pedestrian traffic has cleared.
11. Vendors must stop selling and begin departure procedures at the designated time.
12. Alcoholic beverages are prohibited.
13. Participation fee includes one (1) 10' X 12' space. Additional space and electrical service are available for an additional fee.
14. Vendors must supply their own tent, table and chairs, water hoses, and extension cords. We suggest you bring at least 100ft.
15. Use of your own generator is encouraged and required if you need more than ONE (1) 240-volt outlet or 30 amps. Vendors with excessively loud generators will be placed on the perimeter of the festival in order to control noise. Electrical service provided by SRI is NOT INCLUDED in your participation fee. Please do not overload the electrical outlets, only one appliance per plug. Multiple cords and power strips are forbidden. Overloaded circuits can lead to prohibition of electric use on the day of the event.

HAVE YOU SUBMITTED:

- Signed Registration Form Payment ServSafe Cert - Food vendors only Certificate of Liability

Insurance

You must attach all the required documents to you application and submit it with your payment. APPLICATIONS SUBMITTED

WITHOUT THE REQUIRED DOCUMENTS AND PAYMENT WILL BE RETURNED AND/OR DECLINED!