



2023 VENDOR REGISTRATION
FOR
ARTISTS AND CRAFTERS ONLY

Due to planned roadwork on Front Street in Sunbury, the River Festival will be held at the North end of Sunbury on Fourth Street

THIS APPLICATION IS ONLY FOR ARTISTS AND CRAFTERS SELLING HAND-MADE GOODS.

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 or signed waiver
- Photo(s) of goods to be sold and or Facebook page so we can share and promote you coming.

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

If you have any questions about the application requirements, please e-mail SRI (hello@sunburyrevitalization.org) **BEFORE** you submit your application.

Absolutely NO applications will be accepted after August 1st, 2023



Vendor Application – Artists and Crafters
Friday, August 18th 4pm - 10pm | Saturday, August 19th 10am - 10pm
 Make checks payable to SRI and return all completed documents to;
 Sunbury’s Revitalization, Inc. | 450 Chestnut Street | 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 so you need? _____
Spaces are 12 feet deep x 12 feet wide. If your set up is larger in width, you must purchase an additional space.

3. Vendor Description and Pricing (per space):

Artisan/Craft Vendor* - \$50 | **MUST submit insurance or signed waiver & photo of your goods with this application.**

Please tell us what you’ll be selling (be specific): _____

**This rate applies only to crafters and artisans selling handmade items. It does not apply to resellers of any sort.*

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4. Do you need access to electric service? **PLEASE NOTE : Electric service is very limited in the festival area. We recommend if you have a quiet, low decibel (<70 decibels) generator bring it, or can go without electricity, please do so.**

- No, I don't require electric service
- No - I will be using my own quiet, low decibel (<70 decibels) generator (see guidelines in Rules & Regs on next page, #15)
- Yes I need standard outlet electricity \$ 25.00

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

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 18th & 19th, 2023. 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 18th & 19th, 2023, 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 they submitted with this application 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. **Sponsors and Members of Sunbury's Revitalization, Inc.** have priority in space locations.
7. All decisions of SRI and the Event Committee are final. Committee reserves the right to deny any application.
8. **No refunds for no-shows or cancellations.**
9. This event is held rain or shine. Please prepare accordingly. This is an outside festival, bring supplies as needed according to the weekend's weather.
10. Vendors are responsible for all state sale tax laws. Failure to comply will prohibit you from exhibiting at future events.
11. **Arrival Time** – arrival times will be assigned based on your set up and the location decided on by the Committee. You will be contacted the week before the event with this information. There is a 10 minute time limit on unloading your vehicle. You are to unload into a safe space, move your vehicle immediately and return to the festival grounds to set up.

12. By signing this application, you are agreeing to participate in the 2023 Sunbury River festival in its entirety. The festival runs Friday, August 18th from 4pm – 10pm and Saturday, August 19th from 10am-10pm. You are not permitted to hook up your stand prior to 10pm Saturday. Anyone who closes before 10pm and starts to disassemble will be banned from all future SRI events. This is strictly for the safety of our guests – we cannot have cars, trucks and trailers loading up and driving around before the people are cleared out at the end of the festival.
13. 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.
14. Vendors must stop selling and begin departure procedures at the designated time.
15. Alcoholic beverages are prohibited except in designated areas.
16. Participation fee includes one (1) 12' X 12' space. Additional space and electrical service are available for an additional fee.
17. Vendors must supply their own tent, table and chairs, water hoses, and extension cords. We suggest you bring at least 100ft.
18. Vendors are responsible for cleaning up around their space during and at the end of the festival. Trash is to be put in the proper receptacles. Over-sized trash must be taken off premises and disposed of by the vendor.
19. Use of your own **low decibel (<70 decibels) 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.

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

Incomplete applications will be returned and your space will not be reserved.



Sunbury's Revitalization, Inc.
450 Chestnut Street | Sunbury, PA 17801
P (570) 286-7768 | riverfest@sunburyrevitalization.org

SUNBURY REVITALIZATION, INC.
SMALL VENDOR WAIVER OF LIABILITY
AND LETTER OF INDEMNITY

In consideration of the use of event space designated for vendors by Sunbury Revitalization, Inc. ("SRI"), the undersigned ("Vendor") hereby agrees releases SRI, its Board of Directors, officers, members, employees and agents, the City of Sunbury, its, officers, employees and agents, Event Sponsors, their directors, officers, employees and agents from all claims whatsoever by Vendor arising from or related to Vendor's use of space.

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, its Board of Directors, officers, members, employees and agents, the City of Sunbury, its, officers, employees and agents, Event Sponsors, their directors, officers, 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, its Board of Directors, officers, members, employees and agents, the City of Sunbury, its, officers, employees and agents, Event Sponsors, their directors, officers, employees and agents, by any party whatsoever, arising from or related to Vendor's activities, products, acts or omissions, whether negligent or non-negligent, and/or the activities, products, acts or omissions, whether negligent or non-negligent of Vendor's directors, officers, employees and agents.

Agreed to and accepted by:

Vendor/Company Name: _____

Print: _____

Sign: _____

Date: _____