



HARVEST FESTIVAL 2019  
VENDOR APPLICATION & AGREEMENT

LOCATION: Wasatch Charter School

1458 East Murray-Holladay Road

Holladay, UT 84117

Main: (801) 871-3950

Fax: (385) 557-5190

DATE: SATURDAY - October 12<sup>th</sup>, 2019

TIME: 10:00 A.M. - 4:00 P.M.

**SET-UP:** You may begin set-up at 8:00 A.M. The parking lot of the school is going to be used for the event. You may drive in to drop off your display and products but will need to park off property until the event comes to a close. Please have display and products dropped off in your allotted booth space and cars removed from the property by 9 A.M. Parking is available at Creekside Park to the East, and the LDS meetinghouses to the West of the school and across the street to the North. PLEASE use crosswalks. Set-up of booths needs to be completed no later than 9:45 A.M. Please check in with the WCS volunteer coordinator to confirm booth assignment. Product and display need to be unloaded promptly and your vehicle removed from the property before setting up your booth.

**TAKE-DOWN:** We cannot accommodate early break-down of booths. Any vendor(s) seen breaking down or packing up prior to 4:00 P.M. will be subject to a fine. Your booth is required to remain up during event hours. Break down can begin at 4:00 P.M. Once the WCS Harvest Festival committee has confirmed the crowds have cleared enough to ensure safety of vendors and festival guests, the parking lot will be opened again for load-out.

## CONDITIONS AND AGREEMENTS:

- You will be provided with a 10' x 10' outdoor space. Your booth number will be assigned to you. If you require a specific booth size or have special location needs, please contact the Harvest Festival committee as soon as possible.
- Canopies must be secured with 50 lb. weights on each corner.
- You will need to provide your own tables/chairs and appropriate booth display furnishings.
- Booth space rental is \$125 if paid prior to June 1, 2019 or \$140 if paid after that date. Space is NOT RESERVED for any vendor until their booth fee is paid in full.
- No pets allowed, unless licensed service animal.
- Booth spaces are assigned. Vendors may not change location or designated boundaries of their booth space.
- Wasatch Charter School and its representatives will not be held responsible for damage, theft, fire, or weather. Exhibitor will be fully responsible for any loss or damage to his or her property by theft, fire or casualty.
- Harvest Festival committee member and school personnel reserve the right to ask any vendor(s) to leave the grounds if the rules and regulations are not met. This includes any confrontations between sponsors, vendors, school personnel, students, and/or customers. Refunds will not be made to crafters due to any confrontation. We also reserve the right to ask you to remove any items we find objectionable
- Booths must be manned at all times.
- Only one (1) business per table; space may not be sublet or shared without prior approval.
- As this is an outdoors event, the festival will be held rain, shine or snow. Please plan accordingly.
- Vendor is responsible for any required permits, licenses, or taxes required by the county or state.

Our commitment is to host a successful event and to ensure the enjoyment and comfort of both the visitors and the vendors who attend. The Harvest Festival organizers must approve all applicants prior to acceptance in the show.

Festival organizers will limit the number of vendors to increase the potential for success for those selected to participate in the fair.

Vendors are asked to submit photos and description of product with this agreement.

For questions, please contact:

Heather Edwards

801-913-5432

heatedwards@gmail.com



I \_\_\_\_\_ will be attending Wasatch Charter School Harvest Festival on Saturday, October 12<sup>th</sup> 2019. My shop/vendor name for publicity is:

\_\_\_\_\_

Phone: \_\_\_\_\_

Company Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Website: \_\_\_\_\_

Phone number: \_\_\_\_\_

Address:

Description of Product:

\_\_\_\_\_

A photo of my work is included with this agreement. YES

Please note, your booth will be limited to selling the items noted here and approved by the Harvest Festival organizing committee in order to avoid product duplication amongst show vendors. Show organizers reserve the right to prohibit sales of items not approved in this agreement.

Vendor Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_