



2011 SEPTEMBERFEST OF HICKORY HILL VENDOR APPLICATION

Please type or print legibly. Please read all accompanying documents before completing application.

COMPANY: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

CONTACT: _____

PHONE: DAY _____ EVENING _____

OFFICE _____ CELL _____

EMAIL: _____

We would like to reserve _____ # of 10' x 10' space(s) for \$75 each. Location will be assigned by event team. Electrical available at additional charge. (You will need to provide your own tent, table, decorations and additional items for your booth space) Tents are available for rent for an additional rental fee)

Will you need electrical? _____ YES _____ NO (Each outlet is 110 volts, 20 amps at \$60 per outlet)

Will you need a tent? _____ YES _____ NO (Tent Rental is \$175 for 10' x 10' tent)

Will you be parking a vehicle at the festival (one per location)? _____. Please describe the vehicle including dimensions and any trailer, promotional vehicle, etc. _____

(One parking pass will be given the day of the event.) License plate number: State _____ Tag _____

Total amount enclosed with application = \$ _____

Special information about company, such as promotions, incentives, etc. you want the public to know:



**September 24, 2011 – 9am – 6 pm
Winridge Park – Ridgeway Road, Memphis, TN 38115**

VENDOR AGREEMENT

An assigned booth space is guaranteed when booth rental fee is paid in full. Cancellations and refunds are not accepted within 60 days or less to the Festival event date. SeptemberFEST of Hickory Hill reserves the right to refuse any vendor for any reason and has the right to limit the number of vendors showing similar or same products to prevent duplication. I agree to hold harmless the promoter, sponsors and other persons associated with the event from all liabilities and any claims of damage, loss or injury to person or property suffered during the event. I understand that liability and casualty insurance against such damage, injury or loss is my responsibility. By signing below, I agree to abide by the rules of the festival and rules otherwise imposed by SeptemberFEST of Hickory Hill at any time. This contract is binding.

**Make Cashier's Check or Money Order Payable to:
Power Center CDC/SeptemberFEST
6120 Winchester Road
Memphis, TN 38115**

Signature _____ Date: _____
Glenda D. Warren, Marketing Manager

Vendor Signature _____ Date: _____

Official Use Only
Date Application Received:

Notes:



September 24, 2011 – 9am – 6 pm
Winridge Park – Ridgeway Road, Memphis, TN 38115

TERMS OF AGREEMENT

1. Location:

Winridge Park, Southeast Memphis (Hickory Hill)

2. Dates:

Vendor set up is Saturday, September 24, 2011 from 6:00 am – 8:59 am
Hours of operation, Saturday, September 24 from 9:00 am -6 pm (**rain or shine**)
Move-Out, September 24 at 6:01 pm

3. Booth Rental:

- Vendors selected will be based on available space, uniqueness, quality and experience. All decisions made regarding participation **ARE FINAL**.
- Vendor space assignments and vendor badges will be issued at the time of set-up. NO vendor will be allowed to set-up without credentials. Each vendor must show a valid driver's license or other valid government identification in order to pick up badges.
- Once accepted, you will be required to pay your full vendor amount of **\$75.00 per 10' x 10' space, due September 15, 2011** (without payment the next person will be offered your spot) (**NOEXCEPTIONS**).
- **No space shall be subleased to another vendor.**

4. Permit/Taxes/Licenses:

- Vendor is responsible for all tax liability and licenses due to the City of Memphis, Shelby County Government and the State of Tennessee. In addition all applicants must provide us with your current re-sale number.

5. Grease/Trash:

All food vendors need to provide **ground cover inside their booth** for the absorption of grease. No food vendor will be allowed to open for business if the ground cover is not in place. No grease or gray water is to be poured onto the ground or down any drains. Anyone found doing



**September 24, 2011 – 9am – 6 pm
Winridge Park – Ridgeway Road, Memphis, TN 38115**

this will be asked to leave the event. You will be responsible for any & all environmental cleanup costs & subject to prosecution by city or state officials. **Trash:** Vendors are responsible to collect & properly bag trash within your sales location. Each event will collect properly bagged trash from outside of your sales location.

- Food vendors will not be allowed to sell any non-food items without the written consent of SeptemberFEST of Hickory Hill. Use of the "SeptemberFEST of Hickory Hill" name, logo, likeness or any other variation thereof, on any signage, T-shirts, printed materials, etc., will not be allowed without written permission from SeptemberFEST of Hickory Hill.
- All food vendors interested in participating in the 2011 SeptemberFEST of Hickory Hill **MUST** submit a completed Food Vendor application form, a proposed menu with pricing, and a current photograph or layout of their area by the application deadline.
- All food vendors are required to maintain a clean, safe and sanitary operating environment at all times. After the festival has ended, vendors are required to thoroughly clean their assigned space, dispose of any and all trash, and have the site available for inspection.

6. Power/Electrical:

Power/electrical is available at an additional \$60 per duplex outlet. Each outlet is 110 volts, 20 amps. 220 power is not available. Portable, quiet generators are permitted. Power is **not** available for campers/RVs.

7. Fire Safety

Vendors must conform to all fire regulations and all booth materials must conform to all fire regulations. An approved fire extinguisher must be kept in your booth at all times. All open flames must be protected from the public. Candles should be in an enclosed container.



September 24, 2011 – 9am – 6 pm
Winridge Park – Ridgeway Road, Memphis, TN 38115

HOLD HARMLESS AGREEMENT

I, _____ agree that SeptemberFEST of Hickory Hill nor the City of Memphis and Shelby County Government, shall not be held responsible for any loss, damage, injury, or liability to the named party, its staff, guests, customers and any other person using the premises under this agreement, or to their property for any cause or reason whatsoever. To the fullest extent permitted by law, the above named party agrees to hold harmless SeptemberFEST of Hickory Hill, the City of Memphis and Shelby County Government, its agents, and employees against any and all claims, suits, and demands, liabilities and damages, including attorney's fees and litigation costs, expenses, resulting from or arising in connection with, or incidental to, the abovenamed party's use of the premises and/or facilities, as described within.