

Dear Valued Vendor,

As we are vastly approaching the summer season, the Summit Hose Fall Festival Committee would like to extend to you a reminder to reserve your spot at our upcoming Fall Festival. The festival is to be held September 28, 29 and 30th, 2017 on 1st Ave. The hours of the event are as follows: Thursday & Friday 6pm-10pm, Saturday, 3pm-10pm.

We're trying a couple of new ideas for 2017:

1st - We're opening up our festival to include antique vendors

2nd - We're going to offer a referral discount program this year

New Vendor Referral Program for 2017

We are offering a \$25 discount off the original fee if you refer a new vendor that attends our festival.

You can refer up to 3 new vendors.

If you refer a vendor that did not attend last year's festival and that vendor attends our festival in its entirety you will receive \$25 cash back per vendor on Saturday evening. It must be a vendor that did not attend last year's festival and you can refer up to 3.

The cost of a 10x10 vendor space is \$100.00 (additional space is available with an added cost). Your space will include upgraded electrical outlets for the convenience of your display. The vendor is responsible for providing their own 100 ft extension cord, lights, tent, and tables if they so wish, but the above listed will not be provided. **If you fail to bring lights you will be required to rent them from Summit Hose at a \$10 per day fee.**

Along with your vendor space deposit, we require a completed vendor application stating the rules/regulations for our event, as well as some general information on the products you will be selling. The application and vendor deposit are due no later than September 1st, 2017 . If you need an additional application, please contact one of the below Fall Festival Chairman to obtain a new one.

We have had many great reviews and remarks on last year's event, and we plan on this year's festival to be even bigger and better. We look forward to another successful festival this year. As before, we strive to promote a safe and enjoyable family atmosphere for our community.

If you have any questions or need additional information, please feel free to contact our Fall Festival Chairman: Larry (814)571-4636 Larryaltman3@gmail.com or Tarek at (724)681-2467 or tarekmasaoud@gmail.com

Spaces are filling up fast, so please reserve your spot as soon as possible.

Thank you for consideration!

Sincerely-Summit Hose Company and Tarentum Recreation Board

TARENTUM FALL FESTIVAL VENDOR APPLICATION

COMPANY NAME _____

CONTACT PERSON _____

ADDRESS _____

PHONE _____ EVENING _____

EMAIL _____

DESCRIPTION OF PRODUCTS _____

_____ **PROOF OF PROFESSIONAL LIABILITY INSURANCE IS ENCLOSED**

By participating in the Tarentum Fall Festival, I agree to abide by the rules and regulations of the festival, a copy of which I acknowledge receipt. I also understand that by signing this form, I am responsible for any help that might assist me. I agree not to hold Summit Hose Company or Tarentum Recreation Board responsible or liable for accidents, loss, theft, or claims resulting from my participation.

Signature _____ Date _____

**MAIL TO:
SUMMIT HOSE COMPANY
321 W. 7TH AVE.
TARENTUM, PA. 15084**

**PLEASE ENCLOSE:
CHECK PAYABLE TO
SUMMIT HOSE
COMPANY**

VENDOR GUIDELINES AND GENERAL INFORMATION

1. Each vendor must submit a completed application form along with a \$100 fee payable to Summit Hose Co. Application deadline is September 1st. No Refunds except for the referral program. The \$100 gets the applicant a 10'X10' space that is not transferrable to another vendor. No shared vending will be permitted. You must have a paid vendor space to set up.
2. The Festival reserves the right to remove any and all goods from any exhibit that does not reflect the standards and goals set for by the festival officials.
3. No food or beverage of any kind is to be sold by vendors
4. No illicit products of any form are to be displayed. **No drug related paraphernalia or knives are to be displayed or sold!**
5. All vendors are responsible removing your own trash and keeping your space clean.
6. **No smoking** will be allowed in the seating area or under the main food tent
7. No pets are allowed
8. Vendors are responsible for paying and collecting all Pa. sales tax. Collecting and reporting of Pa. sales tax is required.
9. The festival will not be postponed or cancelled due to inclement weather. The exhibitor takes full responsibility for the protection of goods and property in the advent of adverse weather. No refunds are given for any reason except for the referral program.
10. **SET UP.** You may begin to set up your display Wednesday Sept. 27th between 5pm-10pm or Thursday Sept. 28th from 8am-4pm. When you arrive please check in at the Summit Hose food stand to gain access to your booth. All vendors must be ready for 4pm Thursday in preparation of the opening.
11. **ELECTRICAL .** You are to provide your own 100' commercial grade grounded extension cord **and lights for your booth. If you fail to bring lights you will required to rent them from Summit Hose at a \$10 per day fee.**
12. Vendors are strongly encouraged to maintain professional liability insurance. Summit Hose Company and the Tarentum Recreation Board accepts no responsibility for injury, harm or loss.
13. This is a family oriented festival. **Alcohol & Drugs are prohibited!**
14. The Festival committee may, at its discretion remove any vendor, merchandise or display that does not conform to the above rules.