

**Selinsgrove Market Street Festival**  
**September 23, 2017**  
**VENDOR APPLICATION**  
**Application Deadline: September 1, 2017**

**Business/Exhibit Name:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **E-mail Address:** \_\_\_\_\_

**Would you like your contact information shared with other local events? Yes \_\_\_ No \_\_\_**

**I am a: New Vendor: \_\_\_\_\_ Returning Vendor: \_\_\_\_\_**

**I would like the same site as last year if possible. \_\_\_\_\_**

**Vendor Site \_\_\_\_\_ (for office use only)**

**Number of sites requested: \_\_\_\_\_**

**Please describe your product: \_\_\_\_\_**

\_\_\_\_\_

**Are you a not-for-profit vendor? Yes \_\_\_ No \_\_\_**

**Name of Non-profit organization: \_\_\_\_\_**

**Sales Tax Identification Number: \_\_\_\_\_**

**For-profit site fee: \$75 until June 30th; \$100 after June 30<sup>th</sup>**

**Not-for-profit site fee: \$50 until June 30th; \$75 after June 30th**

*By applying for this site, I acknowledge that I possess, have read all pages, understand, and agree to comply with the vendor agreement and all rules therein. I understand that the vendor fee is non-refundable once a site has been assigned. I agree that my exhibit will be set up, operated, and removed in a reasonable, prudent, and safe manner, and that I indemnify and hold the Borough of Selinsgrove, Selinsgrove Projects, Inc., property owners and residents of the festival area, emergency services personnel, and other exhibitors safe and harmless against any claim or cause of action related to my participation in the festival.*

**Exhibitor's signature: \_\_\_\_\_ Date: \_\_\_\_\_**

Mail this completed application and your check, payable to **Selinsgrove Projects Inc.**, to:  
Market Street Festival  
c/o Selinsgrove Projects Inc.,  
P. O. Box 377,  
Selinsgrove, PA 17870-0377

**Questions?** Please contact Selinsgrove Projects Inc. at 570-541-9117,  
or at [selinsgrovemsm@gmail.com](mailto:selinsgrovemsm@gmail.com)

## 2017 MARKET STREET FESTIVAL VENDOR AGREEMENT

1. These rules represent a binding agreement between Selinsgrove Projects Inc. (SPI) and Exhibitors/Vendors (You) who lease a site for Market Street Festival (the festival). By submitting your application, you acknowledge that you have read, understand, agree to abide by these rules, and to be bound by the terms of this agreement.
2. This festival is not-juried. Exclusivity is not guaranteed for any particular craft item or class of item. **The sale of food and beverage items is permitted only by civic groups, charities, service clubs, and non-profit organizations approved by SPI.** Businesses located within the festival footprint are exempt. Organizational vendors may solicit donations from festival visitors, but may not solicit from other vendors. SPI reserves the right to accept or reject any vendor application.
3. **The vendor fee is non-refundable after a site has been assigned.** The fee must be paid at the time you apply for a site. If you need more than one site, you must pay for multiple sites. If your application is not accepted or if all available sites have been leased, your payment will be returned. It is the sole discretion of SPI as to which site(s) is/are assigned to a vendor.
4. **Each vendor site shall measure no more than 20 feet wide by 10 feet deep.** You shall not place any items outside the boundaries of your site, including overhangs. You shall not block or use the sidewalk adjacent to your site. You may not sublet any site or any portion of your site to any other vendor without permission from SPI. Sites are non-transferable.
5. **SPI will not provide electricity, tables, seating, tent coverage, or other amenities for vendors.** SPI will provide you with the street address of your site in a site confirmation. **If you need electricity, it is your responsibility to make arrangements with a nearby property owner or tenant.** Extension cords must be raised off the ground or secured firmly to the ground so as not to obstruct pedestrian traffic. You may NOT use gasoline-powered generators or other devices deemed to be a safety hazard or a public nuisance. Excessive noise is prohibited.
6. SPI will provide trash removal services to its vendors, but **you must provide trash/garbage containers and liners of sufficient size and quantity to accommodate ALL refuse generated by your exhibit.** During the festival, you must place trash/garbage in tightly secured bags and place them in the dumpster as necessary to prevent overflow and limit attraction of insects. **You are responsible for the clean-up of any spills on pavement or in street at your vendor site.** You are required to assist festival volunteers as necessary to ensure your site is properly cleaned and all trash removed before vacating the site.
7. Vendor access to the Festival area will be from the surrounding streets closest to your site. More specific directions will be sent closer to the event. You may not begin to set up your exhibit before 6:00 am, and must complete setup by 8:30 am. **You will be permitted to drive a vehicle into the exhibit area between 6 am and 8 am, long enough to unload only. Overnight parking in the exhibit area is prohibited. You agree to operate your exhibit until 4:00 pm.** If you deplete your inventory, you agree to remain on site until the time allotted for vehicular traffic on the street. **At 4:15 pm, vehicles will be permitted in the exhibit area for the convenience of the vendor. Your site must be completely vacated by 5:00 pm.**
8. **The festival is an open-air event and is held regardless of weather.** In the event of dangerous conditions, the festival may be suspended, or if necessary, cancelled. You are obliged to observe the instructions of SPI, Fire Police and/or the Selinsgrove Police Department in the event of an emergency.
9. Prior to the festival, SPI will provide advertising through several media. SPI will provide entertainment during the festival. SPI will provide appropriate sanitary facilities for festival vendors and visitors. With the assistance of local police, fire police, and emergency personnel, SPI will provide traffic control, law enforcement, fire response, and medical assistance as required.
10. SPI, the Borough of Selinsgrove, property owners, and residents of the festival area, emergency services personnel, and other exhibitors are not responsible for injury or loss suffered by you, your employees, or agents, or to your property, from any cause whatsoever, that takes place during the festival. You agree to indemnify and hold harmless all individuals mentioned prior from any claim or cause of action related to your participation in the festival. No insurance of any kind is provided or implied by SPI or the Borough of Selinsgrove.
11. You are responsible for compliance with all state sales tax laws and, if you are serving food, with all state and local health department rules and other applicable statutes. You must provide a sales tax identification number to SPI. Failure to do so will prohibit you from exhibiting at the festival.
12. All communication between you and SPI regarding this agreement must be in writing. In the event of a dispute, you agree to seek resolution under terms and conditions dictated by SPI. Failure to comply with these rules shall be considered a breach of this agreement. Should that occur, you may be subject to immediate removal from the festival and/or exclusion from future festivals. Failure to observe the instruction of police and fire police, or to observe the laws of the Borough of Selinsgrove and the Commonwealth of Pennsylvania, may lead to citation or arrest.