

**Apple Fest 2009**  
**Saturday, October 17, 2009 9 a.m. to 4 p.m.**

**Non Profit Organization Contract**

**VENDOR FEES:** \$65.00 for space on the street (space size is approximately 20' by 10')  
\$25.00 for fundraising efforts (8' by 8' sidewalk space on the Square)  
\$10.00 for information only (8' by 8' sidewalk space on the Square)

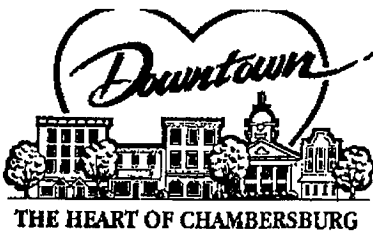
A check or money order for the space fee, made payable to Downtown Business Council, must accompany the signed contract. **IT IS NOT REFUNDABLE.** The event will be held rain or shine. There will be a \$20.00 service charge on returned checks.

**DISPLAY RULES**

1. For a space on the street, items being sold must be quality handmade crafts created by members of the organization renting the space. No antiques, flea market, commercially made, mass-produced, or kit craft items will be accepted. For fundraising efforts on the sidewalk, please describe the items you will have for sale and the committee will contact you if necessary.
2. The show is scheduled from 9 a.m. to 4 p.m. Set up begins at 6:00 a.m. and NOT BEFORE. Volunteers will aid in parking the morning of the show. Vehicles will not be permitted into the vendor area after 8 a.m. Vehicles must be off the street and you must be set up by 8:30 a.m., and remain set up until 4 p.m. Vendors must be out of their space by 5:30 p.m. when the streets are opened. The committee reserves the right to change these conditions as necessary.
3. Tables, chairs, and tents/canopies are not provided.
4. Your organization is responsible for leaving the space as it was found. Trash that is neatly stacked on the curb will be picked up one hour after the festival ends. Anything remaining is the responsibility of the organization. Failure to comply will result in removal from the mailing list.
5. The organization must have a current and valid Pennsylvania sales tax license, if required, and is responsible for collecting PA sales tax.
6. A no call/no show for this event will jeopardize future participation. There is a waiting list each year for this show. If for any reason you are unable to attend after being accepted, please contact the office so that your space may be filled.

**APPLICATION RULES**

1. Complete all information on the contract. Incomplete contracts will not be considered.
2. Each applicant for a space on the street must submit photos of their craft, regardless of prior participation. Your application will be rejected if photos are not included. Please send 4-6 current color photos. Photos will be returned with your acceptance notification in the SASE you provide.
3. Acceptance into this event is not guaranteed from year to year. Space assignments are not guaranteed; you may request a space but the committee reserves the right to make final space assignments. We are not responsible for circumstances beyond our control.
4. Applications will be accepted until Sept. 1, 2009 or until spaces sell out. A majority of spaces are sold shortly after applications are available; you are encouraged to apply early. Applications received after that time will be notified on a rolling basis.
5. You must include a self-addressed stamped envelope for your acceptance/space assignment.



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Organization Name \_\_\_\_\_  NEW VENDOR  
Contact Person \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ E-mail \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
PA Sales Tax License Number \_\_\_\_\_ Space Request \_\_\_\_\_

**MANDATORY- For a space on the street, you must list each item that you will be selling and a description of how the item is made.** A listing of items without this description is not acceptable. Use the back of this page if needed. Only items handcrafted by members of the organization will be accepted. For fundraising efforts on the sidewalk, please describe the items you will have for sale, and the committee will contact you if necessary.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**STATEMENT OF WAIVER**

I hereby consent to the rules and regulations stated in the contract. By signing this contract, I understand and agree to follow all rules set forth. I certify that, for a street space, all of the items being offered for sale have been handcrafted by members of the organization paying for the space. I also understand that if any items for sale are not handcrafted by said members, removal from the mailing list for future events will result. I do hereby agree to indemnify and hold harmless the Downtown Business Council of Chambersburg, Inc., the Greater Chambersburg Chamber of Commerce, the Council for the Arts, and the Borough of Chambersburg, and their respective officers, agents, members, and employees of any sponsoring organization and underwriters, individually, or collectively, from all fines, penalties, liabilities, losses, claims, damages, and expenses including court costs and attorney's fees incurred or suffered as a result or relating to my participation in the event known as **APPLEFEST 2009** to be held on **SATURDAY, OCTOBER 17, 2009.**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

IMPORTANT!! Did you...

- Completely fill out and sign the contract?
- Include a check/money order made payable to **Downtown Business Council**?
- Include photos, if required?
- Include a self-addressed, stamped envelope for your acceptance notification/space assignment?