

VENDOR RULES AND REGULATIONS

All persons or organizations wishing to sell or offer for sale any item or service, to pass out literature or samples or to solicit donations, shall first obtain space for such activity, and having paid the customary charge and been assigned space, shall confine their activities to the space assigned.

Hours of Festival: 4:00 P.M. to 11:00 P.M. (Thursday) 11:00 A.M. to 11:00 P.M. (Friday, Saturday, Sunday). Vendors may begin their set up at **6:00 P.M., Wednesday** and be in place by **4:00 P.M. on opening day (Thursday)** and remain in place until **11:15 P.M. of closing day (Sunday)** **Leaving earlier than the designated time will result in loss of deposit**

Parking and Traffic: No automobile or truck traffic allowed on midway after 10:00 A.M. Parking allowed in designated areas only.

Electrical Hookup: Each connection shall be made by a standard three prong grounded plug for 110 volts, and approved connectors for 220 volts. All neutral ground wires must be labeled. Only the festival electricians may make such a connection.

Grounding: Each vendor shall protect visitors by grounding the trailer or appliance by means of copper rod, at least 5' long driven into the ground and connected to the unit by a No.6 wire. **You must provide your own ground rod.** Approved alternate grounding methods may be used.

Vendors are to provide wiring for their exhibits to these points. They are to provide protective devices to the proper size for their own exhibit wiring and electrical equipment. The Festival Committee will assume no responsibility for damage to electrical or other equipment, or for loss because of power outages or equipment failure.

Safety: Vendor booths must be constructed and operated to assure the safety of everyone. Any machines that are in operation must be adequately guarded and an attendant provided. **All trailers and stands must be equipped with fire extinguishers.**

Trash cleaning: Each vendor is responsible for cleaning his own display space. Refuse is to be placed in dumpsters only. Failure to do so will subject vendors to a **\$150.00 fine**. **YOUR ELECTRIC WILL NOT BE UNHOOKED UNTIL ALL OF YOUR GARBAGE IS PLACED IN DUMPSTERS AND GREASE PLACED IN GREASE BARRELS.**

Subletting: No space may be sublet by a vendor.

Sound Systems: No public address system or music of any type may be used by exhibitors without the express permission of the Festival Committee. Vendor shall notify the Festival Board of any such system and the extent of its use, upon filing this application. Vendor agrees to comply completely with the Festival Board's decision of such use, which will be made on an case by case basis. Permission may be revoked at any time by the Festival Board if it is decided that the system is disruptive in any manner.

Removal of exhibits: All exhibits and display material must be removed from the grounds by the close of the festival. Vendors are responsible for cleaning their exhibit area, placing all waste material in dumpsters, and filling all holes made in the ground. Vendors who fail to clean their exhibit area or fill holes may be subject to additional charges.

Violations: Violations of these rules or conduct contrary to the best interests of the WIAFC or the City of Warren will not be permitted. Violators will be asked to remove their exhibits and to leave the property and no fees will be refunded. There will be absolutely no dumping of grease permitted in sewage system. All grease must be dumped in **55 gal. barrels provided**. Any infraction of this rule may result in suspension of the operation without refund in addition to **\$150.00 fine**.

Protection: Reasonable care will be taken to protect all exhibits on display from any injury and damage, but the Festival Committee is not to be held responsible for accidents, loss or damage by water, fire, theft, wind, vandalism, malicious mischief, or otherwise, whatever may be the cause or extent of the damage or loss.

Alcohol: Persons using alcohol or other controlled drugs or substances will be expelled from the grounds.

The Festival Board reserves the right to refuse space or to terminate leased space of any exhibitor or vendor that displays obscene or dangerous materials. Exhibitor will be open for inspection by the Festival Board at any time during the entire festival event.