



P.O. Box 2104, Hammond, In 46323
hc3hessville.org

Vendor and Art & Craft Show Application Deadline May 1st 2019

Dates: June 7, 2018 4pm-10pm
June 8, 2018 11AM - 10pm

Vendor fee is \$50.00 for Both Days

Business Name _____

Business owner _____

Business Address _____

Phone _____ Email Address: _____

Description of Items you will be selling:

HC3 has the right to reject any application. Money will be returned to rejected applicants. Applicants are required to be present on both days from start to end. No Shows or vendors that leave early may not be invited back to Live in the Ville or any other event that HC3 sponsors.

VENDOR WILL HAVE 2 HRS TO SET UP PRIOR TO EVENT.

We thank you for your interest in participating in our event.
We wish everyone a great time and success!!

Please make checks or money orders payable to **HC3 LITV** ***Include driver's license number and phone number on check. Vendor will be responsible for any checks return for insufficient funds or any other reason

Booths will be sold on a first-come, first-served basis. Registration will remain open until booth space is full.

I, _____, do hereby hold harmless all event volunteers/employees and Hessville Commerce and Community Creative (HC3) from any responsibility for lost or stolen items, damaged items, theft or any other act. I understand that if I cancel or fail to setup for the event, I will lose my booth space for next year. I also understand that all booth spaces are nonrefundable. I understand that my booth fee will be a donation made to HC3.

DATE _____

SIGNATURE _____

RECEIVED ____/____/____ CHECK or MO# _____ SPACE # _____

Rules, Regulations, and Procedures for

CRAFT AND VENDOR FAIR

ORGANIZED and SPONSORED by HESSVILLE COMMERCE AND COMMUNITY CREATIVE
(HC3)

NAMED ON THE ATTACHED HEREOF, IN CONSIDERATION FOR ACCEPTANCE AS AN
EXHIBITOR FOR SAID SHOW, THE EXHIBITOR HEREBY AGREES TO ABIDE BY THE
FOLLOWING TERMS AND CONDITIONS.

- HC3, ALL SPONSORS and FACILITIES and each of their respective managers, agents or employees shall not be responsible for any loss or injury to the exhibitor, its agents or employees for personal injury or any other injury from any causes whatever to the persons or the exhibitor's business or for damage to or theft of the exhibitor's goods or property, included but not limited to vehicles, exhibits, products, equipment and other personal property. The exhibitor agrees to hold HC3 SPONSORS and FACILITIES and each of their respective managers, agents and employees harmless from any such liability arising out of his exhibiting at said show.
- HC3, SPONSORS and FACILITIES and each of their respective managers, agents and employees shall not be responsible for any failure of the exhibitor to obey Federal, State, or local law or ordinance or for any loss or injury to the public caused by the exhibitor, its agents, employees or the exhibitor's display, or products during the show or while the exhibitor, its agents, employees are on the grounds of the FACILITIES. The exhibitor agrees to hold, HC3, SPONSORS and FACILITIES and each of their respective managers, agents, and employees harmless from any such liability arising out of his exhibiting at said show.
- HC3 provides no insurance on property of the exhibitor or against the acts or omissions of the exhibitor, its agents, or employees. All insurance for personal property and public liability must be carried by the exhibitor.
- Spaces are rented on a first come, first serve basis. No refunds of rental fee once paid, unless show is filled when the exhibitor's fee and registration are received. If in the sole judgment of HC3 the show should not be held for any reason, this agreement shall terminate and the exhibitor waives any claim for damages except return of rental fee. Rented spaces shall not be subleased, nor shall any person other than the accepted exhibitor occupy or exhibit at the rented space. All names shall appear on this agreement NO EARLY BREAKDOWN PERMITTED. Those operating otherwise shall be refused rental spaces at the current and future shows.
- The characters of the exhibits are preferred to be handmade arts and crafts. HC3 reserves the right to limit the amount of vendors offering non-handmade crafts or products for sale at the event. Vendors are allowed to offer non-handmade items with approval.
- Police and Fire regulations must be observed. No parking in fire lanes. Vehicles may be ticketed and towed at owners' expense. If electrical connections are available, all electrical connections require a multi-outlet strip with circuit breaker and surge suppressor.
- Exhibitors will leave premises in a clean condition remove all rubbish, etc., prior to leaving. Any damage to structure, property or the premises arising out of acts or omissions of the exhibitor, its

agents or employees shall be paid for in full by the exhibitor as determined by the, HC3 SPONSORS and MANAGER of the FACILITIES.

- Distribution of advertising materials on the premises is NOT permitted without prior approval of the HC3
- Unload as quickly as possible. DO NOT block doorways. Move vehicles immediately to exhibitors parking area. DO NOT set up while unloading. After the show begins, no setup will be allowed. The space and rental fee paid shall be forfeited. No packing of items is allowed prior to the end of the show without consent of HC3 or Show Chairperson(s).
- This agreement shall be governed by the laws of the State of Indiana. If any provision of this agreement is determined to be unenforceable, the remaining provisions shall remain in full force and effect.
- Vendors must supply their own displays, chairs, tables props and table coverings. NO defacement or hanging anything on the walls of the facility.
- Vendor is responsible for sales tax and any necessary permits.

HC3 Will not be responsible for any vendors booths or merchandise that is left unattended or overnight. HC3 volunteers or board members are not responsible for attending vendors booths under any circumstance.

Revised

1-01-2018