

CLINTON, INDIANA

Little Italy Festival Town

"On the Banks of the Wabash"

P.O. BOX 6

CLINTON, IN 47842-0006



Dear Vendor,

Once again we are making plans for our 54th Little Italy Festival. The festival will be expanded and changed – along with new concessions and entertainment, we will add new attractions to our festival to make it bigger and better. Due to this effort, your cooperation in filling out the Information Form for The Bollettino (our Italian newspaper) is necessary. I urge you to fill out in as much detail as possible so that we may write an article featuring your concession in The Bollettino. This is free advertisement for you!

We must emphasize that this is an ETHNIC FESTIVAL, concessions must be decorated in an ethnic theme relative to the Italian theme. Green, white and red decorations are perfect for this.

Please carefully read the Rules and Regulations that are enclosed along with an application and the above mentioned Information Form for The Bollettino. If you have any questions please feel free to call me at 812-241-3139 so we can clear them up.

Due to the expansion and possible relocation of some concessions it is MANDATORY that your application along with the certification of insurance and your \$50.00 money order be returned to me on or before August 1st, 2019, unless submitted at the closing of the 2018 Festival. Applications received after August 1st, 2019 will only be accepted at the discretion of the Concession Chairman and the Little Italy Festival Board of Directors.

We are looking forward to a very successful festival and hope to see you there this Labor Day Weekend.

Ciao,

Brittany MacLaren

Brittany MacLaren
Concession Manager

Please Return Application to:

LIFT, Inc.
Attn: Brittany MacLaren
PO Box 6
Clinton, IN 47842

<u>Outdoor Market Booth Rates</u> (length x depth)	<u>Indoor Market Booth Rates</u> (length x depth)
Add \$25.00 setup fee to booth rates	Add \$25 setup fee to booth rates
10x10 (100 sq. ft.) \$100.00	10x10 (100 sq. ft.) \$150
20x10 (200 sq.ft.) \$225.00	20x10 (200 sq. ft.) \$225
25x15 (375 sq. ft.) \$300.00	25x15 (375 sq. ft.) \$300
Sizes include all required setup area incl. outer tie-downs, displays etc.	

LITTLE ITALY FESTIVAL INDOOR AND OUTDOOR MARKET/NON-FOODS TERMS OF PARTICIPATION

SCHEDULE OF OPERATIONS: Friday 5:00-11:00 PM, Saturday and Sunday 11:00 A.M-11:00 P.M and Monday 11:00 A.M.-9:30 P.M.

SCREENING PROCESS: All pertinent information requested on the form must be complete. Incomplete applications may be returned unprocessed. Photos are required of all NEW vendors. Fees must accompany applications. Self-addressed stamped envelope must be included to return photos if you would like them back. Product and price list are required to minimize duplication of products by neighboring booths and to avoid objectionable product sales. A separate application must be filed for each booth space requested. Applications must be postmarked by the stated deadline to insure placement. Applications denied will be refunded their booth fees by return mail. Money orders or cashier checks should be made out to LIFT, Inc. Signing this application identifies that you have read and agree to comply with terms stated herein.

BOOTH SIZE AND LOCATIONS: Booth dimensions include any awning, trailer hitch, tie-downs, anchors, selling area, etc. Be accurate as additional space will not be available. Maximum booth length per vendor location is a total of 35 feet although a vendorship wishing two booths located in convenient proximity due to manpower needs may identify that under "Special Needs." Maximum standard depth is 15 ft. In fairness to other booths, exceeding your booked booth area will necessitate either moving your booth to a less desirable location with appropriate additional area fees immediately due or our inability to accommodate your booth for the entire festival. Do not expect iron-clad location promises or arrive demanding relocation for what you consider a "better" spot during the pre-festival setup period when confusion is always rampant at any festival. Special considerations will be provided to vendors sending medical verification of physical handicap.

LIMITATIONS: *Sale of knives and other weaponry including toy weaponry is strictly prohibited. No alcoholic beverages, drugs or weapons are allowed in the booths. No flashing or rotating lights are allowed. No vendor may post sale or "special" signs to enhance business. Obscenities, threats, threatening actions are totally out of place here. Merchandise deemed unacceptable for general public (e.g. risque or nude, drug promotional items, items emitting offensive odors) may not be sold.*

BOOTH MANAGEMENT: Except in emergencies, booths must be manned at all times during open hours and must comply with the LIFT Inc. operating schedule. No vehicles are allowed in the midway area streets and walkways from an hour before opening and after closing for pedestrian safety. **Leaving a booth unmanned without permission, opening late, or closing early will result in forfeiture of fees and denial of right to return to the festival.** Boxes and crates should be stored inside for neatness, attractiveness, and public safety. Vendors are responsible for trash pick-up in and around their booth during open hours and after closing. All electrical lines and outlets and all water lines must be capped, taped down, or otherwise safely secured and external booth tie-downs flagged. Take all safety precautions: LIFT Inc. is not responsible for accident, fire or theft. LIFT Inc. is not responsible for providing vendor change. Three banks are within walking distance of the grounds (only open Friday until 5PM and Saturday until 12PM), and ATM's are available at several downtown locations.

LIFT Inc. and its representatives reserve the right to inspect all booths to insure the reasonable safety of festival patrons. LIFT Inc. and its representatives reserve the right to deny or remove any booth judged as vending merchandise unacceptable to the general public.

Deposit: At the end of festival 2019 each vendor will have the option to reserve their location for the 2020 festival for \$50.00. This is a non-refundable deposit and is NOT part of the setup or vendor fee. If you choose not to reserve your location at the end of the 2019 festival there is a chance you will have a new location in 2020.

Indemnification: In consideration of the acceptance of this application the applicant, as an inducement to such acceptance, agrees for itself and its officers, employees, agents, successors, and assigns, to indemnify and hold the Little Italy Festival Town Inc. and its board members, officers, employees, agents, successors, and assigns, harmless of and from any and all liabilities, claims, actions, demands, damages, and expenses, including without limitation, reasonable attorney fees incurred by on or behalf of any of them, arising out of injury (including death) or damage of any kind, to property or persons (including any member of the above named Organization/Company's) participation in the festival.

Waiver of Liability: I, the undersigned, as the person authorized to act on behalf of the Organization/Company, hereby release, remiss and forever discharge Little Italy Festival Town Inc., its board members, officers, employees, agents, successors and assigns, severally and jointly, and the City of Clinton, Indiana, of and from any and all liability, claims, actions, and possible causes of action which may accrue to any member of the group from any loss, damage, and injury (including death) that may be sustained while participating in the festival.

Make money order payable to:
LIFT, Inc.

Mail complete application & payment to:
LIFT, Inc.
Attn: Brittany MacLaren
PO Box 6
Clinton, IN 47842

No refunds after deadline without board approval
WE HOPE TO SEE YOU SOON!!

Return this page with your booth fees. Keep a copy of regulations.



"A Totally Unique Experience"

All Four Days, Every Labor Day Weekend Since
 1966 Little Italy Festival Town, Inc.
 (L.I.F.T.)

VENDOR APPLICATION -- NONFOODS

				Booth #/Loc.	
FOR COMMITTEE USE ONLY					
IAC	OAC	FM	COR		
PIC	INS	CK/MO# _____			
RECEIVED _____			OKAYED _____		
BD	110	220	W	SP	

PLEASE PRINT CLEARLY

MUST BE POSTMARKED BY JULY 1st

COMPANY ORGANIZATION: _____

CONTACT PERSON: _____

ADDRESS: _____

CITY/STATE: _____ ZIP _____

PHONE: _____ CELL: _____

E-MAIL: _____

APPLYING FOR (CIRCLE): Indoor Arts & Crafts Outdoor Arts & Crafts
 Non-Craft/Remarket/Flea Market Corporate

Note: A&C should be 75-80% handmade products. NC/FM should be new items (no "Early Attic" booths)

BOOTH DIMENSIONS (Be sure to include all areas covered by set-up): LENGTH _____ DEPTH _____

UTILITIES -- PROVIDE NUMBER OF DROPS REQUIRED EACH TYPE: 110 _____ 220 _____ WATER _____

SPECIAL NEEDS? _____

IDENTIFY PRODUCTS BEING SOLD AND PRICE RANGES OF ITEMS (attach extra pages if needed):

ACKNOWLEDGMENT AND AGREEMENT: I have received and read all the terms set forth above, and I agree to abide by these terms. I am a person designated to act on behalf of the named Organization/Company identified in this application.

Signature _____ Date _____

Printed Name _____

Please include Bollettino information sheet when returning application as this provides additional FREE advertisement for your product during our festival.

BOLLETTINO Information Form
(Please Update Your Information and Return with Application Form)
LIFT - P.O. Box 6, Clinton, IN 47842

Print or write clearly:

1. Concession: _____

2. Name of Sponsoring Group (or Individual) _____

3. Chairperson(s) _____

• Address: _____

• Phone: _____

4. List all Food and Drink items to be sold:

5. List Souvenir and/or Novelty items to be sold:

6. If an organization, for what will the proceeds be used?

7. Current officers of organization:

8. Please list how many pounds, quarts, etc of food or items used previously by your concession:

9. Other comments that might enhance a story about your concession:

LOCATION (OFFICE USE ONLY): _____

