

# VillageFest Vendor Information & Agreement

Please RETURN the APPLICATION with payment and KEEP THIS PAGE for your records.  
Fees are non-refundable (unless SRDEC cancels the event) and must be submitted with application.

20<sup>th</sup> Annual Slippery Rock VillageFest  
Saturday, September 16, 2023  
10:00 a.m. to 5:00 p.m. – Rain or Shine

Contact: Kara Shuty  
Phone: 724-421-5710  
E-mail: [kara.shuty@edwardjones.com](mailto:kara.shuty@edwardjones.com)  
Website: [www.slipperyrockpa.org](http://www.slipperyrockpa.org)

## SET-UP

- ❖ **ONLY vendors with TRAILERS will enter Main St. and start setting up at 7AM.** You will have a special-colored pass. If you are a food vendor but do not have a trailer, please follow the instructions below.
- ❖ Set-up begins at 7:30 a.m. for spaces on the West side and 8:30 a.m. for spaces on the East side of Main St. You will receive your space number and parking permit within two weeks of the event. You must be set up by 10:00 a.m. and all vehicles must be removed from the street.
- ❖ Main Street traffic will be one way. Enter at Franklin Street and exit at Cooper Street. This also applies when tearing down at the end of the event.
- ❖ Unload your vehicle and move it immediately to the designated parking area before setting up your vending space.
- ❖ **You are responsible for providing your space needs, i.e., tables, chairs, canopies (10X10), extension cords, trash containers, etc.**
- ❖ Booths must remain set up and open for business the entire length of the festival.

## ELECTRICITY

- ❖ Electricity along Main Street is limited and is provided on a first come first serve basis.
- ❖ One outlet per vendor when available.
- ❖ There is a \$5.00 fee.
- ❖ Outlets are 110 volts.
- ❖ Vendors are responsible for providing extension cords. Bring heavy-duty /outdoor type (#12 wires).

## MAIN STREET SAFETY

- ❖ Because of pedestrians, there will be no vehicles permitted on Main Street during the event hours.
- ❖ **Keep all tables, boxes, etc. off the sidewalk and on the street within your booth space during the festival.**
- ❖ You are responsible for removing all trash from your vending space.
- ❖ Food Vendors: Do not dump grease or other waste products in the street drains.

## OTHER

- ❖ Entertainment is provided by the VillageFest committee. Public address systems or music is not permitted without prior approval.

**VENDOR APPLICATION ~ 20th Slippery Rock VillageFest**  
**Saturday, September 16, 2023**  
**10 a.m. to 5 p.m. - Rain or Shine - Main Street, Slippery Rock**  
[www.slipperyrockpa.org](http://www.slipperyrockpa.org)  @SRVillageFest 724-421-5710 or 724-794-2338

**APPLICATION DUE BY JUNE 30, 2023**

**PLEASE PRINT CLEARLY:**

Name of Company/Organization: \_\_\_\_\_

Date: \_\_\_\_\_/\_\_\_\_\_/2023

Contact Person: \_\_\_\_\_  Returning vendor

Mailing Address: \_\_\_\_\_  New vendor

Trailer?  Y  N

Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cell: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ **If yes, size \_\_\_\_\_**

E-mail: \_\_\_\_\_ Web site: \_\_\_\_\_

Description of crafts or activities at your booth:

**Fees are non-refundable (unless SRD cancels the event) and must be submitted with application. Review the Vendor Agreement and sign the Waiver of Responsibility before submitting the application.**

**Check appropriate category:**

**Food** rental space \$100.00  **Crafter** rental space \$50.00  **Jewelry** rental space \$50.00

**Information Booth** rental space \$50.00  **Other** rental space; Explain \_\_\_\_\_ \$50.00

**Number of 10'x10' FOOD spaces \_\_\_\_\_ at \$100.00 each (Trailer? See above) \$ \_\_\_\_\_**

**Number of 10'x10' spaces \_\_\_\_\_ at \$50.00 each (Trailer? See above) \$ \_\_\_\_\_**

**Electrical outlet additional fee of \$5.00  yes  no (one per vendor) \$ \_\_\_\_\_**

(No guarantee of availability, limit based on location assigned & date application received)

**Total amount enclosed \$ \_\_\_\_\_**

**Waiver of Responsibility**

I, \_\_\_\_\_, personally and on behalf of \_\_\_\_\_ do hereby waive, remise, release, quitclaim and forever discharge the SRD Events committee, its agents, Board of Directors, staff and volunteers, for any damages that may occur to any personal property located in or around my booth, including but not limited to equipment or other items used by me or anyone acting on my behalf and understand that I shall be solely liable for any loss or damage associated with any property under my control. I do hereby further waive, remise, release, quitclaim and forever discharge the SRD Events Committee, its agents, Board of Directors, staff and volunteers, for any damages as a result of any injuries incurred by me or by my agents or volunteers as a result of their participation in VillageFest and further agree and understand that I shall be solely liable for said injuries or damages and shall indemnify and hold SRD Events Committee and its agents, Board of Directors, staff and volunteers free and harmless from the same.

Finally, by signing below I also agree that I have read and agree to the terms and conditions outlined in the Vendor Information & Agreement section of this application.

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

**Make check payable and send to: SRDEC P.O. Box 273 Slippery Rock, PA 16057**