

# NON-FOOD VENDOR APPLICATION/CONTRACT

## PODUNK BLUEGRASS FESTIVAL

Date \_\_\_\_\_

Name \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Cell Phone (\_\_\_\_) \_\_\_\_\_ Other Phone (\_\_\_\_) \_\_\_\_\_

E-Mail \_\_\_\_\_ Website \_\_\_\_\_

**Vending Vehicle** \_\_\_\_\_ ( Truck, Van, Cart, Table, Tent, Etc.)

MAKE \_\_\_\_\_ LICENSE PLATE (STATE/NUMBER) \_\_\_\_\_

Number of spaces requested \_\_\_\_\_ EACH SPACE HAS A 10' FRONTAGE. If you need more than 10 feet, you will need to purchase two sites. Depth of sites vary but you will generally not be able to exceed 12' from front to back.

All tents over 10'x10' must be fire retardant.

Merchandise vendors may elect to purchase electricity at \$50.00 for lighting and are required to provide up to 100 ft of minimum 12 gauge electrical cord and will be subject to CT licensed electrical inspection.

**We now offer an indoor option. You can choose to set up indoors in our Trading Post building for an additional \$100.**

A. Craft Vendors - 80% of products sold must be made by vendor

Number of space(s): \_\_\_\_\_ x \$100.00 = \$\_\_\_\_\_ (non-refundable)

B. Merchandise Vendors – products commercially made

Number of space(s): \_\_\_\_\_ x \$150.00 = \$\_\_\_\_\_ (non-refundable)

C. Commercial Vendor/Demonstrator – product services, sweepstakes, consulting

Number of space(s): \_\_\_\_\_ x \$300.00 = \$\_\_\_\_\_ (non-refundable)

Electricity - \$50.00 \_\_\_\_\_ **Does not include camping sites. NO GENERATORS WILL BE ALLOWED IN VENDOR AREA**

**Indoor location** + \$100 \_\_\_\_\_

TOTAL AMOUNT ENCLOSED: \$ \_\_\_\_\_

Please make checks payable to: **PODUNK BLUEGRASS MUSIC FESTIVAL**

SITES ARE AVAILABLE ON A FIRST COME FIRST SERVE BASIS. Set-up may take place as early as Tuesday.

If you wish to set up next to another vendor you must arrive together.

**UNALLOWABLE SALES ITEMS**

Prohibited items include but are not limited to: Items which involve the firing or jettison of water, chemicals, projectiles of any type, Silly String, sparklers, poppers, alcohol, and other such commodities deemed objectionable by the Podunk Committee.

List items for sale. (Be specific. Do not use, etc., accessories, or such vague terms).

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\_\_\_ I would like to set-up on Tuesday and will arrive at \_\_\_\_\_  
\_\_\_ I would like to set-up on Wednesday and will arrive at \_\_\_\_\_  
\_\_\_ I would like to set-up on Thursday and will arrive at \_\_\_\_\_ and must be set up by 1 pm.

**Podunk Shall:**

- Provide 10 feet Midway frontage for concession per site reserved.
- Provide up to **2 Podunk admission and rough camping passes**. Your vendor fee allows **one daily worker** into the festival. **If you require additional workers to be there an additional fee of \$10.00 per person is required per day**. A list of all additional workers and the day(s) they will be working must be submitted before the festival. Their name will be on the vendor list at the gate.

**Vendor shall:**

- Provide professional vending limited to the sale of item listed.
- Operate said concession at minimum between 3:00pm and 10:00pm Thursday, 11:00am and 10:00pm Friday and Saturday, and 10:00am and 1:00 pm Sunday.
- Provide current certificates of insurance naming PODUNK BLUEGRASS MUSIC FESTIVAL INC, GOSHEN AGRICULTURAL SOCIETY, and the TOWN OF GOSHEN as Certificate holder as additional insured NO LATER THAN JULY FIRST.
- Provide their own trash bags, maintain their vending space free from trash and debris, comply with recycling policies, and return vending space to natural condition.
- Camp and park in designated areas

**Set Up Time**

By Thursday, by 1:00 pm. Your booth must be set-up from Thursday through Sunday.

**NOTE:** Once you have secured your vendor space, there will be no vehicle traffic. Plan accordingly for supplies; once you are in place, you are in until the end of the festival.

**STAFF MEMBERS**

First Name	Last Name	Day Working	Camping
_____	_____	T W TH F SA SU	Y / N
_____	_____	T W TH F SA SU	Y / N
_____	_____	T W TH F SA SU	
_____	_____	T W TH F SA SU	

**SECURITY**

Although there will be security throughout the Festival sites, The Agricultural Society, Town of Goshen and Podunk assumes NO responsibility for security of your area, equipment, goods, or any revenues before, during, or after this event.

**WEATHER** Podunk will take place rain or shine.

**ALLOWABLE ITEMS**

Items listed on your application upon approval will be the only items allowed for sale at the festival. Please be specific and as descriptive as possible when listing items. We try to eliminate having vendors selling similar products or foods.

**CERTIFICATES OF INSURANCE MUST BE RECEIVED BY JULY FIRST. The policy must name the following as additionally insured: The Podunk Bluegrass Music Festival Inc, 116 Moosehorn Road, Northfield, CT 06778., Goshen Agricultural Society, 116 Old Middle Street, Goshen CT 06756 and Town of Goshen 42A North Main Street, Goshen CT 06756. Minimum of \$1,000,000 (One Million) coverage.**

**Other terms to be observed by and between the parties**

The Vendor shall indemnify and hold harmless Podunk Bluegrass Music Festival, The Town of Goshen, Goshen Agricultural Society and all its officers, partners, shareholders, employees, artists and volunteers from any liability or claims, which may be made against them as result of any wrongful, negligent or other action or inaction by the Vendor.

All revenues and profits from the operation of concession at Podunk shall be retained by the Vendor. The Vendor shall be an independent contractor and shall have no authority actual or apparent, to bind Podunk in any respect contractually or otherwise.

This agreement shall be binding upon the parties, their successors, assigns and personal representatives. Time is of the essence on all undertakings. This agreement shall be enforced under the laws of the State of Connecticut.

Submit this COMPLETED application/contract form, your check for the full vending fee, and certificates of insurance to:

**PODUNK BLUEGRASS FESTIVAL 106 Moosehorn Rd., Northfield, Ct. 06778**

Alternately, Application and insurance certificate can be submitted by email to:

[vendors@podunkbluegrass.com](mailto:vendors@podunkbluegrass.com)

Vendor states that the above information is true and will make no claims against Podunk Bluegrass Music Festival Inc, Goshen Agricultural Society, the Town of Goshen CT or any individual, organization associated with Podunk Bluegrass Music Festival Inc. By signing below I understand and agree to the terms and regulations of this application/contract and its attached information and requirements page and agree to keep my vending area clean during the festival, remove my trash after the festival, and to refrain from dumping any waste into any drainage system. I understand that I must stay until the end of the time approved by the Festival Committee.

This application is not a guarantee of acceptance. You will be notified of acceptance or rejection by our Vendor Coordinator.

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

Please Print Your Name \_\_\_\_\_

Signature of Podunk Vendor Coordinator \_\_\_\_\_ Date \_\_\_\_\_

**OFFICE USE ONLY: Number of Spaces \_\_\_\_\_**

**Vendor Fee Received (including electricity fee):**

**Date \_\_\_\_\_ Amount \$ \_\_\_\_\_ Check # \_\_\_\_\_**

**Returning Yes \_\_\_\_\_ New \_\_\_\_\_**