

Living Lightly Fair
Vendor/Exhibitor Booth Application
September 29, 2018

Booth Registration Costs

	Nonprofit	For-profit/small business
Due July 1 *	\$30	\$75

* Vendor registration closes on July 1 or once all spaces are reserved.

Organization: _____ Contact: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____ Website: _____

Number of booths needed: _____

All booth spaces are approximately 10 ft x 10 ft and include a table and 2 chairs (table covers not provided).

Other Needs (circle all that apply): Additional chairs @ \$2 each Electricity @ \$10

Marketing (information for the LL website; all text may be subject to editing for space and uniformity):

Organization description: _____

What product, service, or information will you provide at your booth? (Please be specific. E.g., information/resources, handmade soaps, hand-carved wood, all-natural skin products, fair-trade artisan goods) _____

Contact name and information to be indicated on LL website (if different from contact person listed in box above): _____

Questions? Contact Pam Kirklin at (765) 744-0110 or pamskirklin@yahoo.com.

Return to: LLF Vendors Committee, c/o Pam Kirklin, 10280 W Bethel, Gaston, IN 47342

Vendor Hours: 9 a.m. to 4 p.m.

The Vendor area will be closed to vehicles during the Event.

Set-Up: Friday afternoon, 3:00 - 5:00 p.m.

Saturday morning, 7:00 - 9:00 a.m.

Volunteers will be on hand to answer questions during set-up hours.

Please Note: Contact the Muncie/Delaware County Visitors Bureau for hotel, restaurant, and Muncie weekend information. www.munciecvb.org or (800) 568-6862

Terms and Conditions:

1. Items, services and information should be sustainable, environmental-friendly and/or natural.
2. Payment in full must be submitted with vendor application to reserve a booth.
3. *Cancellation Policy:* **Cancellations are non-refundable.**
4. The event will be held rain or shine.
5. The Living Lightly organization is not responsible for damage to or loss of articles left on the premises prior to, during, or following the event.
6. All booths must be staffed during the event hours. No early tear-downs are permitted.
7. The Living Lightly Fair organizers reserve the right to reject, relocate, or evict any and all vendors.
8. Vendors are responsible for the conduct of its representatives while at the Living Lightly Fair which includes, but is not limited to, the responsibility for the care of the facility and concern for the patrons. Safety regulations shall be in accordance with local, state, and federal regulations and shall be enforced by the Living Lightly Fair organizers or the Delaware County Fairgrounds staff.

Hold Harmless agreement:

The undersigned agrees and undertakes to indemnify and hold harmless, the Delaware County Fairgrounds, and its respective directors, governors, officers, employees, contractors and agents, from and against all claims, damages, action, liability and expenses in connection with loss of life, personal injury, bodily injury, and or damages to or loss of property occasioned wholly or in part by any acts or omission of the undersigned or its agents, contractors, or employees, related to the undersigned activity.

The undersigned also acknowledges that Delaware County Fairgrounds does not assume any responsibility whatsoever for any property of the undersigned used by or brought into the Delaware County Fairgrounds and that the undersigned will take whatever steps it deems necessary to protect the same. The undersigned hereby releases, acquits and discharges the Delaware County Fairgrounds from any claim of liability for damage to or loss of any such property.

I have read the enclosed Living Lightly Fair application information and agree to all the terms and conditions outlined for this event.

Signed: _____ Date: _____

Print name: _____