



Office Use Only: Date Received: _____ Booth #: _____

Falloween Fest – September 22, 23 & 24
Outside Vendor / Exhibitor
Application Form 2017

PLEASE PRINT:

Name/Title: _____

Name of Exhibitor/Vendor/ Organization/Company: _____

Address: _____

Phone: () _____ Email: _____

Number of spaces needed: _____ (10' x 10')
 _____ Other (Specify) _____

Electric Needed: Yes _____ No _____ Amperage: _____

Water Needed: Yes _____ No _____

Goods or products to be sold or exhibited. Please be specific. You may only sell items you list. Due to the size of the present Falloween Fest, it is our attempt to avoid duplicity. You may be informed that a good or product is already being provided by another organization.

Please fill out this form completely and return it in the envelope provided by the Deadline.
 (Booths are approved on a first come, first-served basis.)

Mail this form along with the Waiver of Liability and Hold Harmless Agreement Form by Wednesday, August 25, 2017.

Mail to:
 JGHS/Falloween
 ATTN: Miss Donna Wood
 201 John Glenn Drive
 Walkerton, IN 46574

Set up begins Friday, September 22nd 12:00pm to 3:00pm

Open to Public Friday, September 22nd 4:00pm to 10:00pm

Open to Public Saturday, September 23rd 11:00am to 11:00pm

Open to Public Sunday, September 24th 11:00am to 6:00pm

Your booth must be kept neat, clean and safe for patrons.

Vendor tear down begins Sunday, September 25th at 6:01pm (**no earlier**)*

*Only exception to early close is if all items are sold out.

Since the inception of Falloween in 2009, the three goals of the **Falloween Fest** have been and continue to be:

1. To provide family activities, fellowship, fun, and entertainment for people of all ages.
2. To raise funds for **John Glenn High School Scholarships**.
3. To allow JGSC organizations (student or adult), teams, local churches, and community groups to engage in fundraising. These groups are required to donate the designated or prescribed % of their total gross sales back to the **school's scholarship fund**. The percentages are as follows (again, these are based on gross sales):

Donations:

Participation for one day of the Fest
20% of gross sales

Participation for two days of the Fest
18% of gross sales

Participation for whole Fest
15% of gross sales

Name of Group: _____ Title: _____

Signature: _____ Date: _____

By signing this page, you are agreeing to abide by the conditions of this agreement.

If you have any questions or concerns, please contact:
John Glenn High School
Miss Donna Wood / Falloween Office
OFFICE: 574-586-3195 x 8210 | CELL: 574-910-2889

WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT

I, the undersigned, as group representative, have read and understand all rules and procedures for participating in the Falloween Fest and hereby agree I/we will follow all said rules and procedures while participating in the activities before, during, and after the Fest.

I, the undersigned, as group representative, hereby release, remise, and forever discharge Falloween Fest and John Glenn School Corporation, its officers and directors, severally or jointly, the Falloween Fest Committee and the Town of Walkerton of any and all liability, claims, actions and possible causes of action which may occur to any member of the group from every and any loss, damage and injury (including death) that may be sustained while participating in the Falloween Fest.

I/we assume all risk of bodily injury or property damage that I/ we may incur in participating in the Falloween Fest and I/we hereby, for myself, my child, my heirs, executors, and administrators do hereby, expressly and forever waive and release any and all claims against and agree to hold harmless Falloween Fest, John Glenn School Corporation, its officers and directors, employees, and volunteers from any and all claims which may be made for any cause whatsoever arising as a result or in connection with the participation of me, my helpers, or my child in the herein mentioned event.

Name of Group: _____ Title: _____

Signature: _____ Date: _____

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TERMS AND CONDITIONS FOR VENDORS

1. Vendor is required to be open to the general public for the duration of the entire event, unless other arrangements have been made and approved by Falloween Fest. Closing to the public before the end of the event or not opening on time to the general public is grounds for exclusion from participating at future events.
2. Falloween Fest will not allow the sale of merchandise at the event that offends community standards or depicts illegal drug use or related paraphernalia.
3. INDEMNIFICATION: Contractor agrees, by accepting this agreement, regardless of coverage under any insurance policy, to pay all costs necessary to indemnify, defend and hold Falloween Fest and John Glenn School Corporation and its agents (as applicable) harmless from all claims, demands, actions, attorney's fees, cost and expenses based on or arising out of any acts, errors, omissions, fault, or negligence of contractor or its principals, employees, subcontractors or other agents while performing services under this contract.
4. If needing electric, it must be requested on the application. **You must provide your own cord. **110 only. Must bring your own Heavy Duty extension cords. **Surge protectors are recommended.**
5. **All businesses and vendors must provide their own display tables, chairs, tents and other necessary items.**
6. All participants agree to indemnify, defend and hold harmless Falloween Fest, John Glenn School Corporation and any of our sponsors, officers, employees, and agents from any loss, theft, damage or injury to any person or property taking part in the festival.
7. Consumption of alcoholic beverages by vendors at their booth is prohibited. Under no circumstances are controlled substances allowed or tolerated on the festival site. Anyone with controlled substances in their possession on the festival site is subject to immediate expulsion and/or arrest.
8. The vendor agrees to comply with all applicable St. Joseph County fire safety regulations regarding display space and materials. The vendor agrees to comply with all set-up, display, load-in/load-out and tear-down guidelines as established by the Falloween Fest, including access to booth and vehicle restrictions.
9. It is understood that the vendor must be in attendance for the length of the show, unless written permission by the festival board before the festival begins.
10. It is understood that if any provision in this contract is violated by the vendor, the Vendor Chairperson can eject the vendor from the Festival. The decision of the Vendor Chairperson is final.