

# ↑ UPRISE FESTIVAL

Saturday, September 18, 2010 – Shippensburg, Pennsylvania Fair Grounds

## Vendor Application

All vendors must fill out an "Uprise Festival Application" form to be recognized as an official Uprise Festival Vendor. All others not registered with Uprise Festival will be asked to leave. We reserve the right to choose booth holders based on their products and how they would benefit our festival spectators. We will stop accepting vendors three days prior to the event, or until we run out of the space, whichever is first.

**MATERIALS:** Uprise Festival also reserve the right to inspect, approve or deny any literature or materials being sold, displayed or distributed. Sites can only be used to promote or sell those services and items as noted on your application and all materials and literature must be from your organization only.

**COST and CANCELLATION POLICY:** The cost (deposit) of the booth space is \$350.00 (inside) \$500 for Outside space (vendor provides covering, can be no bigger than 8x8). You will also receive 2 free tickets to the event. If you cancel, the total deposit will be retained! Please make checks payable to: **UPRISE FESTIVAL**.

**BOOTHS:** All Vendors will be given ONE 8ft tables and two chairs for use while selling their product(s) at Uprise Festival. Additional tables can be rented for \$5 per table for the day. All booths are to be staffed all day by YOUR staff. Uprise Festival is not responsible for any loss, damage or stolen items or property. Uprise Festival, also will not assume any responsibility for state, local or federal inspection or taxes required. As a vendor, you are responsible for collecting any and all applicable taxes.

**DRESS and BEHAVIOR:** Suitable, modest dress and conduct is expected at all times by all occupants of vending booths. Smoking, consumption of alcoholic beverages and/or use of illegal drugs or other controlled substances or rowdiness (including profane language) will not be tolerated within the fairgrounds. Uprise Festival reserves the right to close a booth at any time for non-compliance of rules and regulations, or for otherwise damaging the image of Uprise Inc.

**GATES & PARKING:** Vendors will enter through Gate 1 (see map), at which time you will be responsible for supplying the Gate 1 Supervisor with your tickets. You will then be ushered to general parking. If you need to unload your vehicle before parking, please be sure to make the Gate 1 Supervisor aware of this. After setting-up, all vendor vehicles must be parked in general parking.

**CHECK-IN and SET-UP:** You must check in with the Vendor Supervisor prior to setting-up. Set-up will take place from 8:00am to 10:00am. After checking in with the Vendor Supervisor you may set up your booth. You will be assigned an area for your booth and vending materials. You may not encroach on another vendor's sites. All vendors must be set up and ready for customers by 11:00am.

**HOUSEKEEPING:** Vendors are responsible to keep their area free from empty boxes and excess litter. For your convenience, trash receptacles are located on the perimeter of the Vendor area.

**FOOD:** All Vendors are welcome to purchase food at the Food Tent or Food Vendors (see map).

**TEAR DOWN:** You must check out with the Vendors Supervisor before tearing down. All vendors must stay set-up until at least 9:00p.m. NO EXCEPTIONS. All Vendors are responsible to clean your booth area, place all trash in trash receptacles.

Mail in the BOOTH APPLICATION & CONTRACT (pg 2), and \$350/\$500 (plus \$5/table, if applicable) CHECK to:

**UPRISE FESTIVAL**  
**PO Box 82**  
**Shippensburg, PA 17257**  
**717.491.1955**

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## Vendor Application

Organization: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

Phone: (area code) \_\_\_\_\_ Fax: (area code) \_\_\_\_\_

Contact Person (First/Last): \_\_\_\_\_

Briefly explain the purpose of your booth (i.e. selling goods, giveaway literature, awareness, etc.) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please mark the number of tables needed for your booth: \_\_\_\_\_

If you have any questions about Uprise Festival, the application process or any other entity of vending, please contact:

Joshua Redding: [joshuaredding@comcast.net](mailto:joshuaredding@comcast.net) or Heather Redding: [chefheather@comcast.net](mailto:chefheather@comcast.net)

- Special Package - \$500 (we receive a vendor spot and a full page ad in the festival program)

## Contract

We understand the booth handbook presented above, and if accepted, I agree to comply with the said contract.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

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