

# **Alive 2010 Product Vendor Information**

**ALIVE 10 Atwood Lake Park, Mineral City, Ohio June 23-26, 2010**

**(Keep this form for your records & return the attached Vendor Application/Agreement with payment)**

## **Early Product Vendor Set-Up Time (Optional):**

|                       | <b>Start</b> | <b>End</b> |
|-----------------------|--------------|------------|
| Tuesday June 22, 2010 | 12 noon      | 6pm        |

## **Normal Product Vendor Set-Up Time:**

|                         | <b>Start</b> | <b>End</b> |
|-------------------------|--------------|------------|
| Wednesday June 23, 2010 | 8am          | 12 noon    |

## **Mandatory Times of Operation:**

| <b>Dates</b>         | <b>Open</b> | <b>Close for</b> | <b>Close for night</b> |
|----------------------|-------------|------------------|------------------------|
| Wed. June 23, 2010   | 12 noon     | Eve. Speaker     | 11 pm                  |
| Thurs. June 24, 2010 | 12 noon     | Eve. Speaker     | 11 pm                  |
| Fri. June 25, 2010   | 12 noon     | Eve. Speaker     | 11 pm                  |
| Sat. June 26, 2010   | 12 noon     | Eve. Speaker     | 11 pm                  |

**Vending Rental Fee:** The rental fee is \$700 per booth for the entire event. This cost includes Two (2) Vendor Passes (which serve as entrance to the festival but do not include camping or showers), one (1) eight foot long table, and two (2) chairs. Electric hook-ups can be provided for \$50 each (4 plug outlet). Each booth is approximately 9' X 9' and located in the large Vending & Display Tent located at the rear of the new amphitheater. Please attach a summary list of all items you intend to sell in your booth(s) at the Alive Festival.

**Sales Percentage:** In addition to the rental fee of **\$700** per booth, a percentage of **10% of gross sales** will be paid at the end of the festival to the Alive Festival. (this fee is non-negotiable)

This percentage is your cost of doing business and should be figured in the price you will be charging for your products. The rental fee is due with your signed application and your sales percentage is due at the time of your checkout on Saturday night. You cannot leave the festival grounds without settling with the festival Vending Tent Coordinator and/or the festival director.

**Taxes:** As a vendor, you are responsible for collecting any and all applicable taxes. The festival will not assume any responsibility for state, local, or federal inspection or taxes required.

**Application Approval and Cancellations:** Applications will be received and either approved or rejected based on the quality of your merchandise as well as type of merchandise, and the number of vendors that are selling similar merchandise. No food, candy or beverage items can be sold by product vendors. If your application is not accepted, your rental fee will be returned in full. If a vendor has to cancel after being accepted and the cancellation should occur prior to May 1<sup>st</sup>, 2010 your rental fee will be returned, minus a \$ 250.00 non-refundable administration fee. There will be no refunds after May 1<sup>st</sup>, 2010.

**NOTE:** An itemized description and list of all products to be sold, including copies of any sales material or literature should be included with your application and payment. The ALIVE FESTIVAL has the right to deny any offensive graphics, slogans or photos used on t-shirts, hats, apparel or any items for sale. All graphics and t-shirt designs must be approved prior to selling them at Alive. If non-approved products are placed on sale, the festival vending manager has the right to remove those items from sale and display..

**Sending Packages or Merchandise:** If sending merchandise to the festival site, please use the following shipping address:

**ALIVE FESTIVAL VENDING TENT  
c/o ATWOOD LAKE PARK  
4956 Shop Rd.  
Mineral City, Ohio 44656**

**“Your Organization Name”**

**Very Important!!** Shipments and packages will not be accepted before 9 am Tuesday, June 22, 2010. **If packages arrive before this date and time they will be refused.** Also, the festival site does not have a loading dock for semi or large trucks or any type of machinery to unload pallets of merchandise. The Alive Festival staff will accept and hold packages sent by UPS, FedEx, DHL or similar companies but if you know that you will have a large shipment then it is your responsibility to arrange the delivery for a time when you and your staff will be present to unload the vehicle. The festival staff is not responsible for loading or unloading any vehicles. Also, at the end of the festival all merchandise must be out of the site no later than 2 pm on Sunday, June 27<sup>th</sup>. 2010. Anything left behind will be discarded or sold. **The Alive Festival is not responsible for sending any items back if they are left** so please arrange pick-ups accordingly.

The festival will have golf carts and small vehicles to help out where they can but following these guidelines will make it easier on everyone.

**Accommodation Info:**

**OPTION 1:** Purchase Total Event Camping Wristbands at the discounted rate of \$90 per person to cover primitive camping from Tuesday night till Sunday morning. This would entitle you to a campsite in the general public primitive camping area with NO water or electric hookup. Vendors do not receive free camping. You must purchase a wristband to be assigned a campsite. Vendor Passes only provide access to the Melody Barn side and operating your booth during the festival.

**OPTION 2:** Reserve an electric site at Atwood Lake Park at [www.alive.org](http://www.alive.org) under TICKETS/WRISTBANDS/ELECTRIC SITES (Alive at Atwood Lake has both Premium & Standard Sites.

**OPTION 3:** Check our website if you need a list of area hotels/motels. ([www.alive.org](http://www.alive.org))

**Note:** Vendors will not be allowed to camp in the parking areas or set up a camp in unapproved areas.

**Tent Shut Down:** The Vending Tent will be shut down each evening for approximately 35 - 45 minutes for the Main Stage speaker. This time will allow a short break for the Alive vending tent staff and yourself. Please bring something to cover your booth tables during this break and at the close of business each day. This is not optional.

**Post Festival Clean-Up:** If we find a booth that is not clean the alive festival will bill the vendor for the time it took to clean and your future eligibility for the Alive Festival will be questioned.

**Website link:** All approved vendors will be listed on [alive.org](http://alive.org). If your company has a website, it will be displayed on the Alive Festival site under confirmed vendors for the Alive Festival. The Alive site normally receives over 1,000 unique visitors per day. **If you want to take advantage of this option, it is your responsibility to email the correct logo to the Alive Festival at [brandon@alive.org](mailto:brandon@alive.org)**

**Disclaimer:** It is agreed that you, the Booth Holder, will hold harmless Northeast Productions, Inc. dba Alive Festival from all claims and liabilities for damage to property or injury to persons that occur in or about the rented or used booth space, or any failure to act, whether or not such condition, activity or failure shall result from negligence of the party renting or using the space.

Please make checks out to **“Alive Festival 2010”**

Please mail the completed **PRODUCT VENDOR APPLICATION FORM** with **PAYMENT** to:

**ALIVE FESTIVAL PRODUCT VENDOR  
PO BOX 577  
Canal Fulton, OH 44614**

# Vending Tent Application / Agreement 2010

(Return a copy of this completed form with your payment)

## Contact Information:

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Business/Organization Name: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

Phone: (\_\_\_\_\_) \_\_\_\_\_ Alt. Phone: (\_\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_ (print or type clearly)

Website: \_\_\_\_\_

## General Information:

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If available please include a catalog, brochures or product flyers to assist us in reviewing your merchandise. If not available please list the type of products or information you will be selling or distributing. Attach additional pages if needed. \*\*The Alive Festival reserves the right to pull any products at the festival that are not previously approved.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please list other events or festivals at which you have been a vendor. List event name & year. If a new Alive vendor, please attach a reference list, with phone #'s.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

## Order Information:

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**NOTE (IF RESERVING BOOTH SPACE BEFORE NOV 15th USE THE \$600 per booth rate)**

\_\_\_\_\_ = Total number of Vendor Booths applying for x \$700 each = **\$600** \$ \_\_\_\_\_

\_\_\_\_\_ = Total number of Electric hookups x \$50 each = \$ \_\_\_\_\_

\_\_\_\_\_ = Total number of Camping Wristbands x \$90.00 each = \$ \_\_\_\_\_

(In addition to being a Camping Wristband, these can also be used if you need additional Vendor Passes for your booth(s).)

**TOTAL ENCLOSED FOR ALIVE FESTIVAL RENTAL SPACE = \$ \_\_\_\_\_ total**

**Booth Placement:** If you have a special request for where your booth is placed please describe below. We will work to accommodate everyone's request but due to the resources we have available we can not guarantee any requests.

\_\_\_\_\_  
\_\_\_\_\_

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Alive 10 Festival Product Vendor  
P.O. Box 577, Canal Fulton, Ohio 44614  
Phone: 330.966.0023 Email: [alivest@alive.org](mailto:alivest@alive.org)

**Payment Information:**

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Please make checks out to "Alive Festival"

Check Number: \_\_\_\_\_ Check Amt \$ \_\_\_\_\_

**OR**

**MasterCard**

**Visa**

**DISCOVER** (please circle one)

Name on Card: \_\_\_\_\_ (please print)

Card Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Expiration Date: \_\_\_\_/\_\_\_\_ ID Number: \_\_\_\_\_ (3 digits found on the back of card by the signature)

Signature of the cardholder: \_\_\_\_\_

**Agreement Finalization**

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

Name of Applicant (please print): \_\_\_\_\_

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

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

**(By signing this form you are agreeing to abide by all of the stipulations set forth in this document)**

Mail the signed agreement with payment & keep a copy for your records.

Mail completed forms plus payment to:  
**Alive Festival 10 Product Vendor**  
**PO Box 577**  
**Canal Fulton, Ohio 44614**

**Alive Festival Office:**  
**Website: [www.alive.org](http://www.alive.org) Director-Bill Graening Festival Manager-Kathy Graening**  
**Ph: 330.966-0023**  
**Email: [alivefest@alive.org](mailto:alivefest@alive.org)**