

2017 LETTER TO VENDORS

We are very happy to have you participate in our 2017 Yale Bologna Festival. Please keep this letter for your records.

You will be notified, either by mail, email or phone of the acceptance of your application. If you have not received acknowledgement of receipt of your application prior to the festival, please call the Chamber office at 810-387-9253. When you arrive to set up, please visit the information booth or talk with Festival Coordinator Barbara Stasik to make sure you are in the right space. We do not give out space numbers prior to the event.

The festival opens at 11 AM on Friday, 10 AM on Saturday and 10 AM on Sunday. **No one may set up on Main St. before 7 AM Friday morning unless your unit is completely self-contained, does not require security and is completely off the street on the sidewalk.**

Any set up done before 7 AM Friday must be done AFTER 7 PM on Thursday. Food vendors with trailers may set up Thursday evening after 7 PM. Utilities will not be provided until Friday morning. Keep in mind that Main St. is not closed until 7 AM Friday morning. All vendors should be on site and open to customers no later than 11 AM Friday; 10 AM Saturday and 10 AM Sunday. Vehicle access to Main Street and other festival areas is prohibited after 10:45 AM Friday and 9:45 Saturday. Please call the Chamber office if you have any questions regarding set up. There are no exceptions to the above set up rules.

Having a vendor space on Main St. does not give any vendor the right to "wander" with their wares. You are renting a stationary space in one location.

PARKING FOR VENDORS: NEW! Those of you who have been here before may have used the parking lot west of the downtown area adjacent to the Yale Library. This parking lot will not be available for parking at all beginning Thursday through the festival as we have a carnival setting up in that lot. There is parking available in the Yale City Park. The distance from Main St. to the park is approximately equivalent to 3 blocks. There are other areas around the downtown area where parking is available, however it is all first come, first serve.

The Yale Area Chamber of Commerce, the City of Yale and their agents reserve the right to ask a vendor to leave if it is deemed that the vendor is not complying with these guidelines or rules set forth in the Vendor Contract. If that is the case, vendor fees will NOT be refunded.

BOLOGNA FESTIVAL COORDINATOR: BARB STASIK 810-304-1650

**YALE AREA CHAMBER OF COMMERCE
2017 YALE BOLOGNA FESTIVAL VENDOR CONTRACT**

Please read the attached "letter to vendors." By signing this contract, the Vendor acknowledges that he or she has read the letter and agrees to abide by the conditions therein.

CONTRACT

This AGREEMENT is made and entered into on the date "SPONSOR" has signed below, by and between the Yale Area Chamber of Commerce, hereinafter referred to as the "SPONSOR" and _____ representing _____, hereinafter referred to as the VENDOR."

As the SPONSOR desires to present a Festival to the general public during the dates of July 28th, 29th and 30th, 2017 in downtown Yale and as the VENDOR desires to locate in the downtown area during the dates indicated above for the purpose of selling its goods and/or services to the general public, the SPONSOR and the VENDOR mutually agree to the following terms and conditions:

OBLIGATIONS OF SPONSOR:

The SPONSOR will furnish a location in the downtown area for VENDOR'S concession operation and will allow VENDOR to operate its concession during the dates indicated above at hours not less than those operated by the festival or as agreed to by the SPONSOR. SPONSOR'S decision as to such location will be final.

OBLIGATIONS OF VENDOR:

1. VENDOR will furnish goods and/or services **suitable for a family oriented event** at the above mentioned location, dates and times as described as: _____

(Please describe type of goods or services; use the back of this page if necessary)

Booth Space required: width: _____ depth _____

A single vendor space will average in size 12' x 12'. If you require additional space, please contact the Chamber office at the number at the bottom of this form.

2. VENDOR will provide SPONSOR with a Certificate of Liability Insurance naming both the Yale Area Chamber of Commerce and the City of Yale as Certificate Holders no later than 30 days before the event.

Insurance Company: _____

3. VENDOR has read "Letter to Vendors" which includes set up information and important information regarding the Sunday car show and agrees to abide by those guidelines.

3. In consideration for being allowed to operate in the Festival area, the VENDOR will pay SPONSOR a fee of **One hundred fifty dollars and no cents (\$150.00)** due at the time contract is submitted. **Contract, proof of insurance and payment must be received by the Sponsor no later than June 15, 2017.**

VENDOR BOOTH WAIVER

In consideration of the City of Yale and the Yale Area Chamber of Commerce allowing THE VENDOR to have a vendor space at the Yale Bologna Festival, THE VENDOR agrees to assume any and all liability and hold the City of Yale and Yale Area Chamber of Commerce harmless against any liability which may arise due to the VENDOR'S operation of the vendor booth except for those claims arising out of the sole negligence of the City of Yale and the Yale Chamber of Commerce, its agents and/or employees.

We further acknowledge that the City of Yale and the Yale Chamber of Commerce assumes no responsibility for any damages or injuries which may occur in the operation of the vendor booth.

We further agree to abide by all ordinances, laws and regulations of the City of Yale, the County of St. Clair and the State of Michigan.

This AGREEMENT may not be transferred by either party, nor may the rights or duties be assigned in any way. Such a transfer of assignment shall make this AGREEMENT null and void at the time of such assignment or transfer.

IN WITNESS THEREOF, the SPONSOR and the VENDOR hereby indicate agreement with all terms and conditions set forth herein as evidenced by their respective signatures set down as dated below.

_____ Date: _____
VENDOR SIGNATURE

Print Name: _____

Mailing Address: _____

Phone: _____ email address: _____

_____ Date: _____
Authorized Representative of Sponsor

Yale Area Chamber of Commerce
P.O. Box 59
Yale, MI 48097
810-387-YALE (9253)
yale@yalechamber.com