

SALAMANCA AREA CHAMBER OF COMMERCE (SACC)

Art & Craft Vendor Rules and Regulations

This agreement is by and between the Salamanca Area Chamber of Commerce (SACC) and art & craft vendors participating in the Falling Leaves Festival. These rules and regulations govern all vendors at the Festival and must be followed.

1. Only art & craft vendors that have an approved application on file with the SACC and who have paid the required fee can participate in the Festival. The art & craft vendor application, along with the required fee made payable to the SACC, must be received no later than September 17, 2010 for the Falling Leaves Festival. **NO EXCEPTIONS, PLEASE!** In addition, the vendor agrees to pay a \$35 service fee to the SACC for checks returned due to “non-sufficient funds.”
2. The fee for a single space (10'x 10') at the Falling Leaves Festival is \$75 for the 2+ day event. Double spaces are available for an additional \$75. Spaces are assigned to all vendors at the sole discretion of the SACC. The SACC reserves the right to reject any request for space for any reason. Vendors will stay in their assigned vendor space until the conclusion of the Festival.
3. Consideration will be made on a first come, first serve basis to avoid substantial duplication of items sold. The application fee will be returned to any art & craft vendor not selected. **Once an art & craft vendor has paid and been selected, there can be no changes to items sold at the Festival, without first gaining permission from the SACC. If you sell items at the Festival that have not been approved on your application, you will be asked to discontinue selling those items.**
4. Falling Leaves Festival is an outdoor festival. Art & Craft vendors are responsible for bringing their own tables, tents, shelters, extension cords, etc. There are limited electric sites available at Falling Leaves. Applications must clearly state your electric requirements. If you have special needs, please let us know.
5. All vendors understand that they are responsible for keeping the grounds around their area neat, clean and free of litter. Vendors are responsible for their own trash disposal, which includes large boxes, packing material, signage, etc.
6. Vendors are responsible for compliance with all laws, rules and regulations applicable to the conduct of the promotional activities, including compliance with federal, state and local safety laws.
7. The SACC reserves the right to restrict or prohibit the display or sale of any article that, in the opinion of the SACC, is not keeping with the nature and character of the Festival or is otherwise offensive to the general public. The SACC has the right to terminate the vendor's participation in the Festival and to remove the vendor, and his/her property, from the premises.

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8. Vendors will not sell taxable merchandise or services at the Festival unless the vendor is registered with the New York Tax Department. If the vendors intends to sell taxable merchandise or services at the Festival, the vendor must clearly display a validated NY Certificate of Authority (DTF-17).
9. The vendor agrees to comply with the Festival set-up schedule to be provided by the SACC. Specific requests for set-up times and other set-up coordination matters should be made by calling Jenny Ingrao, Events Specialist, at the SACC, 716-945-2034, no later than September 17, 2010 for the Falling Leaves Festival.
10. For Falling Leaves, Jefferson Street Park will be closed to the public one hour following the posted event hours and will not reopen until the following day one hour before the official opening to the public. There will be NO SECURITY on Sunday evening.
11. The vendor understands that the hours of the Festivals are:
 - i. Falling Leaves Festival:

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| Friday, October 1 | 5:00pm-7:00pm (festival is open until 9:00pm) |
| Saturday, October 2 | 11:00am-7:00pm (festival is open until 9:00pm) |
| Sunday, October 3 | 11:00am-5:00pm |

Early departures by vendors from the Festival will not be permitted. However, since Falling Leaves is an outdoor event, and there is insignificant lighting on the festival grounds after dusk, we accept that craft vendors will close at 7:00pm. The vendor agrees to continually oversee their vendor at all times and to maintain its display until the conclusion of the Falling Leaves Festival on Sunday, October 3 at 5:00pm.

12. The SACC reserves all rights of cancellation and disqualification of vendors without refund. **No refunds will be given for any reason, including weather.**
13. In the event that the vendor desires to broadcast, rebroadcast, or otherwise perform musical works subject to copyright protection, the vendor is solely responsible for negotiation and payment of all required licensing fees. All such performances shall be made as to not distract from the official entertainment provided by the SACC.
14. The vendor agrees to indemnify and save the SACC, the City of Salamanca, and any agent of the Festival harmless from liability, loss, cost, injury, damage or other expense whatsoever that may occur or be claimed by or with respect to any persons or property on or about the exhibition location.

If you have any questions, please call Jenny Ingrao, Events Specialist, at the Salamanca Area Chamber of Commerce, 716-945-2034.