



ARTS & CRAFTS/BUSINESS VENDOR 2022 TERMS AND CONDITIONS

ACCEPTANCE POLICY

The Hartselle Area Chamber of Commerce-Depot Days Festival Committee (also named DDF) reserves the right to reject, in whole or in part, and at any time, any exhibit or product of any individual, which in its opinion is questionable or objectionable to vendors or others by returning the space fee paid by the exhibitor. The Hartselle Area Chamber of Commerce Depot Days Festival Committee will not be liable for paying any travel expenses, lost revenue, or any other liability whatsoever beyond the space fee paid by the exhibitor as a result of enforcing this provision.

LOCATION OF EXHIBITS

The festival will take place in Historic Downtown Hartselle. Assignments will be given one week prior to the event. Some adjustments may be made so as not to place similar goods/vendors side by side. Adjustments may also be made to accommodate locations of electrical outlets. If the Depot Days Festival deems it to be in the best interest of the festival, the DDF committee may assign the Exhibitor an alternate space prior to or during the festival. The decision of the DDF committee is final. No special requests for booth locations will be honored.

DEFAULT IN OCCUPANCY

In the event Exhibitor fails for any reason to install its exhibit in its assigned space, DDF has the right, at its sole discretion, to retain all sums previously paid by vendor. The DDF committee will make every effort to work with any Exhibitor experiencing a death, bodily injury, or unforeseeable circumstance prior to, or during the Depot Days Festival.

SET UP TIMES & DISMANTLING

Saturday setup and registration will be between 5 am and 7:30 am, and booths must be completely set up by 7:30 a.m. We will e-mail you a packet the week prior with check-in times. Hartselle Area Chamber of Commerce and City of Hartselle will not be held responsible for any items left overnight in an outside space. Security will patrol the area Friday night, but ultimate responsibility is yours. **NO vendor will pack up before 4:00 p.m. on Saturday of festival.** Booths that ignore this rule will not be invited back next year. Booths must be packed up and vacated by 5:00 p.m. Saturday. **No electricity is available unless requested/paid for through Depot Days Festival application process in advance.** The exhibitor is responsible for their own table, chairs, tents, and any signage.

EXHIBIT AREA

Nothing shall be nailed, stapled, or otherwise affixed to inside walls, sidewalks, or streets of the Festival area. Exhibitor's booth must conform to the size restrictions of the Festival and not interfere with walkways or adjacent booths in any way. All exhibits are to be in keeping with the overall **family-oriented** theme of the festival. Tents are highly recommended outside for protection against elements and overall look of festival. Alcohol is not allowed on Festival grounds except in designated areas. Exhibitor's booth must be open and staffed during entire Festival hours. No items will be sold the DDF deems dangerous or unsuitable for a family atmosphere. Any item(s) that the exhibitor does not voluntarily remove after notification, will be confiscated, and returned at the end of the festival.

FIRE, SAFETY & HEALTH REGULATIONS

Exhibitor agrees to comply with all fire codes and safety regulations. These codes will be inspected this year. Exhibitors may request electrical power for an additional fee (*See attached registration form*). All extension cords used at the Festival must be supplied by the exhibitor and be the heavy duty #12 three-wire type. Exhibitor should bring at least 200' in length for electrical hookup. All vendors are solely responsible for securing their electrical cords and similar cords/ropes for safety reasons. Minor First Aid will be available at the Festival. Voice or music amplification systems are not allowed without prior approval.

TAXES

All exhibitors are solely responsible for obtaining any licenses, permits or approvals required under local or state law applicable to their activity at the festival. Vendor understands that they are responsible for paying their own City, County & State taxes. Envelopes will be provided at registration from each governmental agency to submit the appropriate taxes. The City of Hartselle will not require any special licenses for this one-day event. You are responsible for sending in your own taxes.