

2009 BluesNBrews Festival • Saturday, August 22, 2009 • Westford, MA

VENDOR & EXHIBITOR APPLICATION

DEADLINE: Form AND PAYMENT must be received by August 5, 2009

VENDOR BUSINESS NAME: _____

VENDOR TYPE / NATURE OF EXHIBIT: _____

Contact Name: _____

Website: _____

MAILING ADDRESS: _____

Cell Phone: _____

Day Phone: _____

Evening Phone: _____

SPECIAL ARRANGEMENT approved by Vendor Chair:

EMAIL: _____

LIST **ALL** ITEMS TO BE SOLD (Attach separate page if needed)

NO WATER – Water is being sold by Rotary

Vendor fee covers admission for two people (\$500 Food Booths = 5 people). You must purchase additional admission tickets for extra personnel. We have space for One Vehicle per vendor in the vendor parking area.

HOLD HARMLESS AGREEMENT

Exhibitor releases and holds harmless the facility that is being used, sponsors, owners, managers, employees, merchants associations, club members, agents, servants and staff of the BluesNBrews Festival, Westford Rotary Charitable Endowment, Inc., and Westford Rotary Club from all responsibility, personal liability, loss or damage, theft, fire, loss of life, personal injury and/or damage to property that may arise or occur to exhibitor, his associates, goods, property or the public and from any conditions whatsoever that may arise while the premises are in use, during show hours or when closed before or after show hours. Entry constitutes an agreement that exhibitor and his representatives take no legal action against any of the above.

Signature of Vendor/Exhibitor _____

CHECK ONE:

Questions regarding booth type, pricing, space, amenities, etc.? Please call us!

MAKE CHECK PAYABLE TO:

Westford Rotary Charitable Endowment, Inc.

Event is rain or shine. Booth fees are non-refundable.

DEADLINE: AUGUST 5, 2009

**MAIL TO: BluesNBrews Festival
 ATTN: Vendor Coordinator
 104 East Main St.
 Ayer, MA 01432**

QUESTIONS? info@bluesnbrews.com

978-772-3612 FAX 978-772-9247

FOR OFFICE USE ONLY:

Craft Vendor* Single - 10x10 space \$ 75

Double - 10x20 space 150

Snack Vendor* Single - 10x10 space \$ 125

Double - 10x20 space 250

Food Vendor* up to 20x20 space \$ 500

LIMITED. Please call ahead to confirm food vendorship availability.

Non-Brewer Table in Brew Tent 6' table \$ 350

Non-Standard Space \$ _____

Non-Standard Space by special request only; call for details.

AMENITIES 6 foot Table & 2 chairs \$30

Electricity \$30

Will you be bringing a Generator? Yes

DESCRIBE:

+ ADD'L STAFF PASSES? (see orientation page)

_____ @ \$20

= _____

Booth Fee \$ _____

Amenities \$ _____

Extra Staff \$ _____

TOTAL ENCLOSED:

\$

*** ANY VENDOR SELLING OR DEMONSTRATING FOOD PRODUCTS must also submit Temporary Food Permit Application with \$30 fee to Westford Board of Health. Forms can be downloaded from www.BluesNBrews.com**

Registration form and payment must be received by: August 5, 2009.

BluesNBrews Festival — Vendors & Exhibitors Orientation / Information

Check-In: 7:00–9:30am

Board of Health Inspection: 10:00am

Festival Hours: 11:30 – 7:00pm

ACCESS, ARRIVAL & PARKING

- Please plan to arrive early to allow time for check-in.
- ACCESS GATE OPENS AT 7:00AM. If you need to set up earlier, please contact us in advance to discuss special arrangements. In very special cases it may be possible to set up the day before the event. However, THERE IS NO OVERNIGHT SECURITY.
- **PLEASENOTE: Vendor Gate closes at 10:30am. You must arrive prior to 10:30 in order to get in.**
- Your booth must be set up by 10:30am at the latest, for inspection (the Board of Health inspects all booths)
- Our greeters will supply you with a **Vendor Parking Permit** to display on your vehicle's dashboard. We have room in the designated vendor parking area for one vehicle per vendor.
- **Vendorfee covers admission for two people (Large Food Booths = 5 people). You must purchase additional admission tickets for extra personnel.**
- Event closes at 7:00pm. Access gate is closed until then. See the Vendor Coordinator if you need to leave early.
- For security reasons, there is a standard policy of No Readmission once a person leaves the festival grounds. If you need to exit and return, please make special arrangements with the Vendor Coordinator so that you will be allowed back in.
- No Alcohol or Controlled Substances may be brought in. Containers, Bags and Backpacks are subject to search.

BOOTH SPACE & AMENITIES

- Standard space is 10x10. (Large Food Booth space is 20x20). You must provide your own canopy.
- 6-foot banquet table and chairs can be provided for an additional fee – Please see the application for details.
- ELECTRICITY may be available by special request. **An additional fee may apply.**
- All generators must have quiet operation.
- Positioning is at the discretion of festival coordinators. We try to accommodate special requests.
- Portable toilets are located on premises.
- You are responsible for your own cleanup and trash.

NO DUMPING of liquids, water, grease or food waste is allowed. Failure to follow these requirements may result in a fine of up to \$100 per violation and/or disqualification from participation in future events.

ITEMS TO BE SOLD

- **NO WATER** – Water is being sold by Rotary
- ANY GLASS ITEMS that are sold (other than jewelry) must be wrapped and bagged. **NO PINT GLASSES** or other glass beverage containers allowed.

- All items sold at the Festival must be legal and **within the family-oriented nature of the event.**
- All weapons are prohibited, including collectible knives.
- You may not sell products bearing the festival's name or logo without prior permission and license.
- No games of chance (other than raffle drawings) permitted at vendor booths without prior approval.
- **Political advertising is NOT permitted at the festival.**
- The Westford Rotary Club reserves the right to inspect, and approve or restrict all items being sold. Misrepresentation on the part of the vendor/exhibitor may result in cancellation of space and loss of fee.
- Vendors are responsible for collecting appropriate sales tax and submitting it to the proper agent.
- **NOFOOD ITEMS MAY BE SOLD OR DEMONSTRATED WITHOUT PRIOR PERMIT BY THE WESTFORD BOARD OF HEALTH.** Permit fees are the responsibility of the individual vendor.

SECURITY

- Everyone at the festival **MUST** wear a wristband; this includes vendors and exhibitors. Your wristband indicates whether you are of legal drinking age. You must present a photo ID to get a drinking age wristband.
- You are responsible for all property (including cash, coin & currency) at your booth.
- Security volunteers will be positioned in various places throughout the festival. If you need their services, please ask for their help.
- Please be alert and report any suspicious activity to security immediately.

SAFETY

- EMT Personnel and Ambulance will be on premises during the event.
- Please **be extra careful** when lifting, carrying or positioning heavy objects, for your own safety as well as the safety of others.
- No live flames or heaters in the "craft vendor" area.

MISCELLANEOUS

- Pets (other than seeing-eye dogs) are not allowed.
- The venue is handicap accessible.
- The venue does not allow overnight camping on site.
- **SMOKING IS NOT PERMITTED WITHIN 30 FEET OF BUILDINGS, FOOD PREP & EATING AREAS,** per order of the Westford Board of Health.

MORE INFORMATION

- For questions and information prior to the day of the event, call 978-772-3612

*We hope you enjoy the festival,
& we welcome your comments and suggestions.*

BluesNBrews Festival — Vendors & Exhibitors Orientation / Information

DIRECTIONS TO NASHOBA VALLEY SKI AREA

Powers Road, Westford, MA, 01886 ph: 978-692-3033

Nashoba Valley Ski Area is located in Westford, Massachusetts.

Just 2 miles from Littleton Common (Exit 31 off I-495); about a half-hour drive from Boston or Nashua, NH.

Boston or RT. 95/128:

Take Rt. 2 West to Concord Circle, then West on Rt. 2A/119 about 6 miles to Powers Road (on your right)

North of Boston:

Take Rt. 495 South to Exit 32 (Westford), left off exit, first right on to Rt. 110 to Powers Road (1-mile on your left).

North Shore:

Take Rt. 128 South to Rt. 3 North to Rt. 495 South, Exit 32.

South of Boston:

Take Rt. 495 North to Exit 31 (Littleton Common), then East on-Rt. 2A/119 about 2 miles to Powers Road (on your left).



Vendor Check-In: 7:00–9:30am

VENDOR GATE CLOSSES AT 10:30
You MUST be in before 10:30 at the latest.

All FOOD VENDORS must be set up by 10:00 for Board of Health Inspections

PUBLIC IS ADMITTED AT 11:30
Festival ends at 7:00pm.