

## VENDOR INFORMATION & AGREEMENT

39<sup>TH</sup> Annual Butler Fall Festival - Saturday, September 23, 2017 - 11:00 am To 6:00 pm. Rain or Shine

Vendor Contacts: Dahn Kilroy 724-504-1146 [bffcrafter@gmail.com](mailto:bffcrafter@gmail.com)

Address: Butler Fall Festival, PO Box 2142, Butler PA 16003-2142

### FEES ARE NON-REFUNDABLE

#### SET-UP

- The Butler Fall Festival Committee will have a tent located on Main Street with volunteers to handle any questions that may arise. There will also be volunteers walking the street with orange shirts with "Event Staff" written on the back. Both the walking volunteers and tent staff will be available during set up and during the event.
- Set-Up begins at 8:00 am. Make sure you are completely set-up prior to 11:00 am.
- You are responsible for providing your entire booth needs, i.e. extension cords, tables, canopies, chairs, etc.
- Booths must remain open for business the entire length of the festival.

#### ELECTRICITY

- Electricity along Main Street is very limited!
- Vendors are responsible for providing extension cords. Bring the heavy-duty outdoor type (#12 wire).
- Only one extension cord per appliance or machine is permitted. We recommend you bring a longer cord to be able to reach up the poles to access the electric.
- All booths are subject to safety inspection.

#### MAIN STREET SAFETY

- Because of pedestrians, there will be absolutely no vehicles permitted on Main Street during festival hours. Side streets will be open for crafter vehicle use all day. The festival will not be responsible for any tickets issued to Vendors by the City Police for violations.
- Keep all tables, boxes, etc. off the sidewalk and on the street within your booth space during the festival.

#### OTHER

- Do not give away food or drink.
- Public address systems or music is not permitted without prior approval.
- Because of the classic car cruise, no toys that contain or shoot marshmallows are permitted.
- The committee reserves the right to request a Certificate of Insurance from some vendors depending on what will be available at their booth for the public.
- To be considerate of all vendors and visitors there will be NO WALKING SOLICITATION permitted