



2012 Non-Profit Exhibitor Rules of Participation

July 20 & 21
Friday/Saturday 10am to 10pm
Downtown Farmington, Michigan

1. Exhibitors are responsible for supplying adequate supplies to operate their booth. This includes, but not limited to: tent, tables, chairs and signage. You must have your tent and other display items properly weighted and with proper electrical hook-ups. Festival staff will check to insure your tent is secure. Stakes are prohibited.

2. All entrants must keep their area clean and sanitary. Trash must be kept in bags or containers. All bags must be sealed and placed in a designated area at the close of each day's operation.

3. All entrants agree to obtain and pay for all necessary permits, including work permits for minors and licenses (including Sales Tax and Use Tax) if applicable, prior to the start of their activity. Any expenses incurred for such permits or licenses shall be in addition to fees paid to the Downtown Development Authority, on behalf of the Downtown Farmington Founders Festival.

4. All entrants into the Festival agree to provide, at all times during the Festival, the presence of an authorized representative who will make changes in the operation as may be directed by an official of the Festival committee.

5. **INSURANCE:** All entrants into the Festival shall secure proof of liability insurance coverage for the term of the Festival in an amount of not less than \$500,000 per person and \$1 million per occurrence.

The Farmington Downtown Development Authority, on behalf of the Downtown Farmington Founders Festival and its officers, agents and employees, and the City of Farmington, and its officers, agents and employees must be named as additional insured. *A copy of the proof of insurance must accompany this contract.*

6. All entrants into the Festival agree to HOLD HARMLESS AND INDEMNIFY The Farmington Downtown Development Authority, on behalf of the Downtown Farmington Founders Festival, and its officers, agents and employees, the City of Farmington, and its officers, agents and employees, from any cause or action whatsoever or any damage to, with respect to persons or property and agree to assume full responsibility for the same.

7. All entrants into the Festival agree that there is to be absolutely no sub-contracting of space or adding of items that are not specifically listed in this contract. If in doubt, consult with an authorized Festival representative.

8. Vending / solicitation outside of entrant's allocated area or along the parade route by entrants WILL NOT be permitted.

9. Set-up time is Thursday, July 19 beginning at 4:00 PM. Volunteers will be on site to direct you to your location. All vehicles, except during loading and unloading, must be parked away from the area of operation. Entrants will not be allowed to work from the tailgate of any vehicle or use a parking space adjacent to or in the near vicinity of the allocated space for the operation of their activity. Vehicles used by entrants must be parked in designated parking areas. Please note: Exhibitors will not be permitted to set-up or tear down during Festival hours of operation.

11. Upon approval and acceptance by the Festival committee all fees are NON-REFUNDABLE.

12. All fees are to be paid in full and submitted with this contract. If this contract is not approved, fees will be refunded. This contract embodies the entire agreement between the parties and there shall be no oral or other agreements existing between parties relating to this transaction, which are not expressly set forth herein. This agreement may not be modified except in writing and approved by a Festival representative.