**VENDOR RULES AND REGULATIONS AGREEMENT**

*RUBINO PRODUCTIONS AND EVENTS*

**All persons and/or organizations** wishing to sell or offer for sale any item or service, to pass out literature or samples or to solicit donations, shall first obtain space for such activity, and having paid the customary charge and been assigned space, confine their activities to the space assigned.

Event Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Venue/Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dates of Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hours of Festival Operation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vendors may begin their setup at 6:00 PM, the evening before opening day. Vendors are expected to be in place by 10:00 AM on opening day and remain in place until 11:15 PM of the closing day.

**Parking and Traffic:** No motor vehicle traffic allowed on midway after 10:00 AM. Parking in the lawn or on the streets of the festival is always prohibited.

**Electrical hookups**: Each connection shall be made by a standard three prong grounded plug for 110 volts, and approved connectors for 22 volts. All neutral ground wires must be labeled. Only the festival electricians may make such a connection. Vendors are to provide wiring for their exhibits to these points. They are to provide electrical devices of the proper size for their own exhibit wiring and electrical equipment. The Festival Committee will assume no responsibility for damage to electrical or other equipment, or for loss due to power outages or equipment failure.

**Safety:** Vendor booths shall be constructed and operated to assure the safety of everyone. Any machines that are in operation should be adequately guarded and an attendant provided. All trailers and stands must be equipped with fire extinguishers.

**Grounding:** Each vendor shall protect visitors by grounding the trailer or appliance by means of copper rod, at least five feet long, driven into the ground and connected to the unit by a No. 6 wire. Approve alternate grounding methods may be used.

**Refuse disposal:** The Festival Committee will clean the midway. Each vendor is responsible for cleaning his own display space. Refuse is to be placed in dumpsters only. Failure to do so will subject vendors to a $100.00 fine.

**Subletting**: No space may be sublet by a vendor.

**Sound Systems:** No public address systems of any type may be used by exhibitors without the express permission of Festival Management. Vendor shall notify Festival Management of any such system and the extent of its use, which will be approved on a case-by-case basis.

**Removal of exhibits:** All exhibits and display materials must be removed from the grounds by the close of the festival. Vendors are responsible for cleaning their exhibit area, placing all waste material in dumpsters, and filling all holes made in the ground. Vendors who fail to follow these steps may be subject to additional charges.

**Violations:** Violations of these rules or conduct contrary to the best interests of the Festival will not be tolerated. Violators will be asked to remove their exhibits and leave the property without refund. There will be absolutely no dumping of grease permitted in the sewage system. All grease must be dumped in **55-gallon barrels provided**. Any infraction of this rule may result in suspension of the operation without refund in addition to $100.00 fine.

**Protection:** Reasonable care will be taken to protect all exhibits on display from any injury or damage, but the Festival Management is not responsible for accidents, damage or los by water, fire, wind, theft, vandalism, malicious mischief, or otherwise, whatever may be the cause or extent of the damage or loss.

**Alcohol:** Persons using alcohol or other controlled substances will be expelled from the grounds.

**The Festival Management reserves the right to refuse the space or to terminate leased space of any exhibitor or vendor that displays inappropriate, obscene, or dangerous materials. Exhibitor will be open for inspection by the Festival Management at any time during the entire festival event.**

The vendor agrees to abide by Rules and Regulations set forth by the Festival Committee.

Signature of Vendor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Vendor must enclose: 1) signed agreement contract: 2) certificate of insurance; 4) check for vendor fee payable to: Tony Rubino Events**

**Note: Prompt payment will insure space availability. First come, first serve. Payments can be made by Certified Check, Money Order, PayPal, Bank Wire, Credit Cards, or Cash.**

***Send above requested documentation/payment for participation directly to:***

**Tony Rubino**

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**Website: Rubinoartistentertainment.com**

**Phone: 330-701-2999**

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