

RELEASE AND HOLD HARMLESS AGREEMENT

In consideration of the Trenton Summer Festival Committee ("Festival Committee") and the City of Trenton ("City") permitting me to participate in the 2018 Trenton Summer Festival ("Festival"), the undersigned person does hereby agree to assume all risk and liability associated with my participation in the Festival. I recognize and acknowledge that such risks of participation in an outdoor festival include, but are not limited to, personal injury and property damage due to crowds, vandals, traffic, inclement weather conditions, including rain; hail; lightening and wind, as well as losses related to theft. On behalf of myself, my heirs, successors, and assigns, I do further agree to release, hold harmless and indemnify the Festival Committee and the City, their elected officials, officers, agents, and employees from any and all liability or responsibility whatsoever for injury (including death) to persons and for any damage to any City property, or the property of others, arising out of, or resulting from, my participation in the 2018 Festival. I do further hereby waive, release and discharge the Festival Committee, the City, their elected officials, officers, agents and employees from any and all claims, demands, actions, causes of actions, damages and liabilities resulting from or arising directly or indirectly out of my participation in the 2018 Festival.

CERTIFICATION OF PRODUCTS

Under the agreement made between the Trenton Summer Festival Committee (Committee) and the undersigned Arts & Crafts Exhibitor(s), I/We hereby certify that the items that I/we are offering for sale are handmade by me and/or my partners and are not purchased and/or commercially manufactured items. Items that are handmade but purchased by Exhibitor(s) from another business are considered vendor items and do not fall under the category of Arts and Crafts. I understand that failure to abide by and adhere to these regulations will result in immediate action from the Committee. If an Exhibitor(s) is found to be selling items which do not meet the requirements of the Committee, said Exhibitor(s) will:

- a. **not be allowed to sell said items**
- b. **be immediately dismissed from the festival**
- c. **be fined and assessed the appropriate vendor fee and will jeopardize participation in future festivals.**

Type of action taken will be the decision of the Summer Festival Committee,

Agreed to this _____ day of _____, 2018

NAME (print) _____

SIGNATURE _____

ADDRESS _____

CITY _____, STATE _____ ZIP _____

PHONE (_____) _____ CELL (_____) _____

E-MAIL ADDRESS _____

Please make checks payable to "City of Trenton" and return check and form by March 1, 2018 to:

Trenton Summer Festival
3101 West Rd.
Trenton, MI 48183



2018 rules arts & crafts



Where Summer Begins!

APPLICATIONS

- All applications must be postmarked by March 1, 2018. Full payment of \$200 per booth (\$250 for a corner booth) plus \$75 for each 20 amp circuit of electricity you request must accompany all applications. Due to the limited amount of electricity available, all requests for electricity must be made at the time of application. All spaces are 10'x10'. Please note: if you are requesting electricity you must supply your own 100' extension cord.
- 2018 dates for the Trenton Summer Festival are Friday, Saturday, and Sunday, June 22, 23 and 24. Hours are Friday and Saturday from 10:00 a.m. to 11:00 p.m. and Sunday 10:00 a.m. to 6:00 p.m. Artists and craftsmen are expected to remain open until at least 9 p.m. on Friday and Saturday. Attendance is required for all three days.
- You must supply your own tables, chairs, and all else necessary for your set up. **No generators are allowed. If you are ordering a tent to be set up by a company you must notify us in advance so that arrangements can be made for them to gain access to the street.**
- Send 3 snapshots of your work, plus 1 of your display booth, and 2 of you performing your craft along with your application even if you have participated in the past. Preferably submit 35mm photos, **NO POLAROIDS OR SLIDES!** Pictures should be no larger than 4"x6". The committee reserves the right to use all submitted photos for publicity. **Pictures will not be returned after the festival.** If you have additions to your list of goods please send additional pictures prior to the start of festival. They will be reviewed by the committee and you will be notified by mail prior to festival if they are acceptable. This acceptance must be in a letter, not verbal, and you must bring that letter with you.
- All items must be hand crafted! Any item deemed not to be hand crafted or in the best interest of the viewing public by the judging board will have to be removed from your space or you will be required to leave. Please be advised that as the committee continues in its effort to separate hand crafted items from buy/sell items, it may be necessary for a committee member to contact you for further information on how your items are crafted.
- Space is limited. Not all applications will receive approval. The Arts Crafts Judging Board shall have the sole discretionary authority to approve all applications, whose decisions shall be final and binding. You may request more than one space, but due to space limitations not all requests may be honored. You will be notified with your acceptance if we were able to accommodate your request for additional space. Corner spaces are available for an additional charge.
- Applicant acknowledges that because of the creative nature of the products, decisions with respect to applications will be necessarily subjective and applicant specifically waives, releases, and holds harmless, the Board and the City from any claims, actions, or damages arising out of an application denial.
- **All cancellations MUST be in writing.** No refunds will be issued after May 1, 2018.
- This is an outdoor event – no refunds for inclement weather or other acts of God.
- If you are bringing any type of food product you must obtain either a Edible Craft Application or a Food Vendor Application.

CHECK-IN

- Upon arrival, first check in at the Information Booth located in the general area of St. Joseph and West Jefferson. Committee members will direct you to your area to unload your vehicle. Please be conscience of where you park to unload so that you do not block the street and prevent others from getting near their booth to unload. Please unload your vehicle as fast as you can and move it to the parking location before setting up your booth. This allows others the opportunity to get their vehicles unloaded and to set up their booth.
- When you check in you will receive a packet of information. Please read this information. Also in this packet will be a space number to be displayed on the front of your booth. Failure to display this number will result in a fine of \$25.
- A 15' fire lane must be maintained between the curb and center spaces and must remain open at all times by order of the Trenton Fire Department.
- No vehicles will be allowed on the street until after the close of festival each day. If you wish to leave prior to the close of festival you will need to hand cart your goods out. Please note: cars will not be allowed on the street until streets are cleared and determined safe for traffic by police.
- Vehicles parked in unauthorized areas will be ticketed or towed at the expense of owner. Parking permits must be visible in windshield of vehicle.
- Participants are prohibited to lean or attach anything to light posts and other permanent fixtures in the new downtown streetscape. Violators will be assessed damages. No holes may be made in the street!

SPACE USE

- **NO SUB LETTING OF SPACE.** You may not sell, divide, or give your space to another artist.
- You are allowed to sell **ONLY FROM YOUR SPACE** not throughout the festival area. There is to be no walking down the street selling goods or distributing literature. **NO Raffles!**
- Amplifying devices are limited to official use only.
- If you have music in your booth, please play it softly and use a variety of music so as not to bother others around you. If complaints are received you will be required to remove the music from your booth.
- Make your space attractive and keep it clean and neat. There will be a minimum charge of \$100 if the Trenton Summer Festival has to clean your space after festival.
- It is your responsibility to secure all trip hazards (i.e. electric cords, hoses, ropes, etc.)
- It is your obligation to comply with the Americans with Disabilities Act requirements and make necessary modifications to your exhibit or make reasonable accommodations to service persons with disabilities.