



## **2010 Application for Exhibitors & Retail Vendors**

September 25<sup>th</sup> to November 7<sup>th</sup>, 2010  
Peak Weekends Sat. Oct. 16 – Sun. Oct. 31  
Held at the Leesburg Animal Park  
19270 James Monroe Highway  
Leesburg, VA 20175

9AM – 6PM  
Set-up time is 8AM

**Returning this application**  
**Via fax (preferred):**  
**(888) 695-4542**

**Or via mail to:**  
**Leesburg Animal Park**  
**Attn: Aaron Johnson**  
**811 Blacks Hill Rd.**  
**Great Falls, VA 22066**

# DISPLAY APPLICATION FORM

Business Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Website \_\_\_\_\_

Contact Name \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Alternate Contact Name and Phone \_\_\_\_\_

Business Name for Advertising \_\_\_\_\_

Number of People Staffing the Booth per day \_\_\_\_\_  
(Vendors will be provided wrist bands)

Thorough Description of business / intended merchandise:

## **Booth Fees:**

**Category 1. Artists / Local craftsman / Musicians: \$125 per peak weekend or \$300 for all three peak weekends.**

**All three peak weekends (check): \_\_\_\_\_**

**Or the following peak weekends (circle):**

**10/16**

**10/23**

**10/30**

**Category 2. Other commercial businesses: \$250 per peak weekend or \$600 for all three peak weekends.**

**All three peak weekends (check): \_\_\_\_\_**

**Or the following peak weekends (circle):**

**10/16**

**10/23**

**10/30**

**Off-Peak Weekends.** For each peak weekend booked, you may come in on one off-peak weekend for free! Beyond this, you may vend on off-peak weekdays and weekends for a daily fee due either now, or the day of upon arrival. The rate is \$25 per day for Category 1 vendors and \$50 per day for Category 2 vendors.

Do you intend to come in any off-peak weekends? (circle any)

9/25

10/2

10/9

11/6

**Grand Total** \_\_\_\_\_

**Credit Card info:** \_\_\_\_ Visa \_\_\_\_ MasterCard

**#:** \_\_\_\_\_

**Exp Date:** \_\_\_\_\_ **CVV:** \_\_\_\_\_

**Street Number of billing address:** \_\_\_\_\_

**Zip code of billing:** \_\_\_\_\_

## **OTHER TERMS AND CONDITIONS**

- Vendor may also exhibit on off-peak weekends and any weekday during the Pumpkinville. Vendor receives one free off-peak weekend per peak weekend purchased. Otherwise, the rate is \$25 per day for Category 1 vendors, and \$50 per day for Category 2 vendors. Payment is due either with this contract or the day of upon arrival.
- Vendor understands that spaces are approximately 10' x 10'
- Vendors, before setting up in the morning, will check in at admission booths to receive wrist bands and/or pay any daily fees.
- Vendor understands that no electricity is available.
- Vendor understands that prepayment via either Visa or MasterCard is required to participate in Pumpkinville.
- Vendors are responsible for set up, supervision, and attending their booths.
- Props, tables, tents, signs and chairs are the vendor's responsibility.
- Vendor understands that all vehicles must be out of the main area by 8:45AM. The Vendor must complete set-up by 9AM.
- Vendor understands that he/she must be completely packed up within one hour of closing on each Sunday.

- Vendor understands that any food sold must be preapproved by Pumpkinville. Acquiring any necessary health permits for food sale is the sole responsibility of Vendor.
- Vendor understands that exclusivity of exhibitors is not offered.
- Vendor understands that application approval is not guaranteed.
- Vendor agrees that all fees are non-refundable, except in the event that Pumpkinville is closed for the entire day due to inclement weather or other reason. Partial-day loss due to inclement weather is non-refundable.
- Vendor agrees not to sublet space or exhibit merchandise without permission from Organizer. The Organizer must approve all items that are to be sold at Vendor's booth. Organizer reserves the right to reject or restrict any exhibit.
- Vendor understands that booth locations are subject to change without notice.
- Vendor understands that there is no guarantee as to the minimum number of people that will attend Pumpkinville on a given day. There is also no guarantee as to a minimum amount of vendor business.
- Vendor agrees that live animals will not be given as prizes.
- Vendor agrees that no out of booth solicitation is permitted. This includes shouting to people passing outside of the booth space.
- Vendor will indemnify, defend, and hold harmless the Organizer, Pumpkinville, its officers, and employees, successors, and assigns from any claims, damages, liabilities, losses, government proceedings, and cost and expenses, including reasonable attorneys' fees and costs of suit, arising out of any or all aspects of this Agreement and Vendor's activities hereunder. Third parties will look solely to the Vendor for any payment and satisfaction of any obligation or claim arising from this event, or any act of omission by it in the performance of the Vendor's activities as outlined in the agreement.
- Vendor agrees to have his/her booth staffed during the entire event. Booth space must be maintained in a clean, orderly, and professional-looking manner at all times and be clean and orderly upon departing Pumpkinville.
- Vendor understands that playing loud music or other loud noise is not permitted. Musicians must play their music at a reasonable volume, a level determined by Organizer.
- Vendor agrees that all Vendor products and signage must fit within booth space. Nothing may obstruct the free flow of pedestrian traffic on walkways, sidewalks, roads, driveways, parking lots, or any other area used for such traffic.

**By signing and completing this form, I agree to all of the terms, conditions, and fees stated above. Significant violation of any of these rules may result in the dismissal of the vendor from Pumpkinville without refund.**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_