

FALL FOR THE ARTS IN CHESTNUT HILL 2018

APPLICATION AND EXHIBIT SPACE CONTRACT

34th Annual Arts Festival

Chestnut Hill's Historic Germantown Avenue, Philadelphia, PA

Sunday, September 30, 2018 (Raindate Sunday, October 7, 2018)

This application for exhibit space at the Fall for the Arts Festival in Chestnut Hill will become a contract upon written acceptance, based upon terms set forth by rules on page 2, and the guidelines established for exhibitors. **Deadline for Submission: August 11, 2018**

1. EXHIBIT SPACE RENTAL INFORMATION: (please check your choice below)

Note: A visible identification sign is mandatory for all vendors.

_____SPACE RENTAL FEE: **\$185.00.**

Includes 10' x 10' exhibit space only. As exhibitor, you are responsible for all display materials, tents, signs, etc.

. Additional contiguous space is available at \$185.00 per 10' x 10' space.

_____Please order me a 7" x 44" vendor ID sign for an additional **\$10.**

_____Corner Space Reservation: **\$50 SURCHARGE** (spaces will be allocated on a first come, first served basis or at CHBA discretion).

_____ELECTRICAL OUTLET (OPTIONAL) **\$15.00.** Electric is available only for specific low-usage purposes such as credit card machine operation. **No electricity will be offered for appliances or other major usage due to limited electric power available. Vendors requiring electricity will be placed in those areas of the festival where electric can be provided.**

Total Enclosed \$ _____

2. PAYMENT TERMS:

Please make check payable to **Chestnut Hill Business Association** and mail signed contract to:

Chestnut Hill Business Association, 8512 Germantown Avenue, Philadelphia, PA 19118 **Deadline for Application is August 11, 2018.**

3. ASSIGNMENT OF EXHIBIT SPACE:

Booths will be assigned when full payment for exhibit space is received by the Chestnut Hill Business Association and exhibiting organization has been accepted by the jurying committee. The Chestnut Hill Business Association will endeavor to fulfill your space preferences but the Chestnut Hill Business Association retains the right to place booths based on competitive separation of exhibits and comfort and safety of the attendees

4. **REMARKS:** _____

(Anything you would like the Chestnut Hill Business Association to consider when assigning your space, i.e., companies and products with whom you would or would not like to be in close proximity, etc.)

5. PRODUCTS TO BE DISPLAYED and/or OFFERED FOR SALE:

Fall for the Arts is a juried show. *Only original works of art and personally hand-crafted items will be acceptable for display and sale.* Prints of exhibiting artist's original work may be sold. **Please submit 3 slides or pictures of your work & an SASE for returning them to you.** Please provide a brief printed description of your art and/or craft business. ****A webpage with examples of your work is also acceptable for jurying (list website address below)****

6. **ART CATEGORY** _____

7. EXHIBITOR:

Company Name: _____

(Type or print exactly as you would like to appear in the Fall for the Arts Festival Map/Brochure and all promotional listings.)

Street Address: _____

City, State, Zip Code: _____ Telephone _____

Contact Name: _____ e-mail address _____

(Individual to receive all Fall for the Arts Festival correspondence)

I have completely read and understand the Rules and Regulations outlined in this package. Upon EXHIBITOR signature and the CHESTNUT HILL BUSINESS ASSOCIATION approval, this completed form will be a binding license agreement between the EXHIBITOR and the CHESTNUT HILL BUSINESS ASSOCIATION. I have enclosed a check payable to: **Chestnut Hill Business Association.** Upon acceptance, this will ensure that I will have one booth at the Fall for the Arts in Chestnut Hill. The total cost for my booth is outlined in #1.

Signature of Exhibitor _____ Date _____

RULES AND REGULATIONS FOR *FALL FOR THE ARTS* IN CHESTNUT HILL

September 30, 2018; RAIN DATE: OCTOBER 7, 2018

1. **LICENSE AGREEMENT:** Upon acceptance and approval by the Chestnut Hill Business Association of your signed application form, and accompanied by a check for the full amount, this application and the rules contained herein shall constitute a binding license agreement for the right to use space at the Fall for the Arts in Chestnut Hill. Applications for such space must be made on an official form and must be received by the Chestnut Hill Business Association accompanied by a check for the full amount. **Deadline for submission: 8/11/18**
2. **EXHIBIT RESTRICTIONS:** Exhibits must conform to the size of the space allocated to the exhibitor and must not obstruct the view or interfere with other exhibits. No exhibits should be more than 8 feet in height, and may only be that high in the rear 3 feet of the booth. All demonstrations, discussions or other activities (such as the distribution of descriptive literature of any kind) must be confined to the exhibitor's own booth. No exhibitor shall assign, share or sub-license the whole or any part of the assigned booth space without written approval of the Chestnut Hill Business Association. Displays should not be arranged or placed in such a manner so as to interfere with or be objectionable to other exhibitors. The exhibitor is obligated to have merchandise and personnel in their booth for the entire period that the Festival is open. The Chestnut Hill Business Association reserves the right to make decisions involving the mix and placement of exhibiting companies with regard to booth assignments.
3. **PROTECTION OF GERMANTOWN AVENUE:** No damage shall be done, or shall anything be pasted on, tacked, nailed or screwed to the street, curb, sidewalks, permanent signage, trees or other outdoor streetscape materials located along Germantown Avenue in the festival exhibit area. Exhibitors violating this regulation are expressly bound, at their expense, to repair any such damage which they, their agents, or employees may cause.
4. **LIABILITY:** The exhibitor agrees to assume all liability for and to indemnify the Chestnut Hill Business Association from and against any and all claims, with loss of life, personal injury, and/or property damage arising from or out of the installation, set-up, operation, dismantling and/or removal of the exhibit, if caused in whole or in part by the act or omission of the exhibitor, its agents, contractors, or employees. Exhibitor hereby releases the Chestnut Hill Business Association of any liability whatsoever.
5. **LOST OR STOLEN PROPERTY:** The exhibitor agrees to assume all responsibility for exhibit items or materials brought to Germantown Avenue for the Fall for the Arts in Chestnut Hill. The Chestnut Hill Business Association shall not be responsible for theft or loss of property. At no time should items be left unattended.
6. **REGULATION ENFORCEMENT:** The Chestnut Hill Business Association shall have the full power to interpret and enforce all the regulations contained herein, and shall have the power to make such amendments thereto and further regulations as shall be considered necessary for the proper conduct of the Festival. Such decisions shall be binding upon all exhibitors. Failure by exhibitors to comply with these or any other regulations or amendments thereto shall be sufficient cause for the Chestnut Hill Business Association to require immediate removal of such exhibit and/or the offending exhibitor.
7. **REFUND POLICY:** A 50% refund to exhibitors will be granted upon written notification to the Chestnut Hill Business Association received no later than September 1, 2018. No refunds will be made after that date. In the event that fire, acts of god, strikes, or other uncontrollable circumstances force the postponement or cancellation of the Fall for the Arts in Chestnut Hill, The Chestnut Hill Business Association shall have no liability or obligation to make any refund. However, the Chestnut Hill Business Association shall make every effort to refund such portion of the exhibit fees not spent or encumbered.
8. **EXHIBIT HOURS: On Sunday, September 30, 2018, all exhibits arriving by truck or car with trailer must be up and operational by 8:00 am, Vans & SUVs must be set up and operational by 9:00 am; and all others must be set up and operational by 10:00 am. All exhibits must remain open until 5:00 pm, and be dismantled by 6:00 pm. All exhibit booths must be staffed during operational hours. Operational hours are subject to minor changes.**
Exhibitors will be informed of changes, in writing, when the exhibitor's kit is mailed in September, 2018. Complete details regarding set-up and dismantling of exhibits, exhibitor registration and other details will also be included in the exhibitor's kit. Exhibitors agree to adhere to all the rules and regulations outlined in the exhibitor kit with regard to exhibit hours, set-up and dismantling of exhibits within assigned booths.
9. **SALE OF FOOD AND SPECIFICATIONS FOR GIVE-A-WAYS:** No exhibitor may sell any food product without following all city approved regulations. This will be strictly enforced.
10. **LIMITED RELATIONSHIP FOR FESTIVAL ONLY:** It is understood and agreed by the parties hereto that this Agreement is intended solely as a license agreement, permitting the use by the exhibitor of the assigned booth area for the time period and purposes stated herein, and this shall not be construed as creating nor is it intended to create any other relationship between the parties. This agreement shall be construed and interpreted according to the laws of the Commonwealth of Pennsylvania.