



SECOND SATURDAYS 2023

Application and Exhibit Space Contract

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Chestnut Hill Second Saturdays, Saturdays, May – October 2023

This application for exhibit space at the Second Saturdays will become a contract upon written acceptance, based upon terms set forth by rules on page 4 and the guidelines established for exhibitors. Please write legibly. These are rain-or-shine events, and the application deadlines are one month before the event.

The mission of Second Saturdays is to celebrate the established arts on the Avenue that are already established in the corridor while giving a platform to up-and-coming musicians, painters, performers, and other qualified mediums. Our focus for accepting vendors and exhibitors is to provide a platform for budding artists, musicians, and plein air artists.

If you have a longstanding, well-established business, we prefer you instead apply to one of Chestnut Hill's other established signature events. For more information and sponsorship opportunities, or if you have any questions, please email coneill@chestnuthillpa.net.

Business Name

Date

EXHIBIT SPACE RENTAL INFORMATION

*Fill this out to reserve an exhibit space on Germantown Avenue. **Space rentals do not include a tent.***

Exhibit space rental information:

Please check your choice below.

- Chestnut Hill Business Association (CHBA) member, **FREE**
- Small business exhibitor, **\$25 per date requested** (page 2)

Includes 10' x 10' exhibit space only. No display materials are included. As an exhibitor, you are responsible for all display materials, tents, tables, etc. Signage with your business name is highly recommended.

Assignment of exhibit space:

Booths will be assigned when the CHBA receives full payment for exhibit space and the jurying committee has accepted the exhibiting organization. The CHBA will endeavor to fulfill your preferences. The CHBA retains the right to place vendors and performance artists based on the competitive separation of exhibits and the comfort and safety of the attendees. Requests are not guaranteed. If you have a preference, though, please don't hesitate to write it below.



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Date request(s):

Please check all your choice(s) below.

- Saturday, May 13
- Saturday, June 10
- Saturday, July 8
- Saturday, August 12
- Saturday, September 9
- Saturday, October 14

TOTAL

Total amount \$ _____

- Check enclosed
- PayPal (a 4% fee will be added). Please write your billing *@username* _____
- Bill my account (CHBA current members only)

Please make check payable to Chestnut Hill Business Association and mail the signed contract to:
Chestnut Hill Business Association, 8514 Germantown Avenue, Philadelphia, PA 19118

AGREEMENT

I have completely read and understand the Rules and Regulations outlined in this package. Upon EXHIBITOR signature and the CHESTNUT HILL SECOND SATURDAY approval, this completed form will be a binding license agreement between the EXHIBITOR and the CHESTNUT HILL SECOND SATURDAY. Payment for the CHBA is with this application. Upon acceptance, this will ensure that I have one 10' x 10' exhibit space at the CHESTNUT HILL SECOND SATURDAY on Saturday (date requested/chosen above). Checks will be returned if application is not accepted.

Exhibitor Signature _____

Date _____

Company Name _____

Contact _____

EXHIBITOR CONTACT DETAILS

Business Address _____

Website _____

Social Media @ _____

Owner/Manager _____

Billing Contact _____

Phone _____

Email _____



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MATERIALS, TECHNIQUE, AND ART FORM

All applications will be juried even if you are a previous exhibitor. You will be juried by your artist statement, booth setup, online presence, and photos submitted.

Select your show-specific medium category:

Please check one choice below.

- Ceramics/Pottery
- Drawing
- Glass
- Mixed Media
- Painting
- Photography
- Recycled/Found Objects
- Textiles/Fibers (non-wearable)
- Wood
- Other:

Describe your material, technique, and art form below:

Please provide a brief statement (1000 characters or less) describing the materials and techniques used to create your artwork. This statement may be read to the jurors. Note that the juried Second Saturdays committee is using this question exclusively.

Performing arts:

Performing artists may include dance, music, and circus arts. For consideration, please include video links of past performances below.

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VENDOR RULES AND REGULATIONS

VENDOR RULES AND REGULATIONS FOR THE CHESTNUT HILL SECOND SATURDAYS

Sponsored by CHBA, 8514 Germantown Avenue, Philadelphia, PA 19118

Date of event: Every second Saturday of the month between May to October (specific dates selected on page 2)

Time of event: 12:00 PM – 4:00 PM

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. All exhibits should be at most nine feet in height and may only be that high in the rear, three feet from 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 booth. No exhibitor shall assign, share or sub-license the whole or any part of the assigned booth space without the written approval of the CHBA. Displays should not be arranged or placed to interfere with or be objectionable to other exhibitors. The exhibitor must have merchandise and personnel in their booth for the entire period the Second Saturday is open. The Chestnut Hill Second Saturdays committee reserves the right to make decisions involving the mix and placement of exhibiting companies regarding booth assignments.

LICENSE AGREEMENT

Upon acceptance and approval by the CHBA of your signed application form, and accompanied by payment 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 Chestnut Hill Second Saturdays event. Applications for such space must be made on an official form and received by the CHBA accompanied by check for the full amount.

PROTECTION OF PROPERTY

No damage shall be done, nor shall anything be pasted on, tacked, nailed, or screwed to the canopy booth, the street, curb, sidewalks, permanent signage, trees, or other outdoor streetscape materials located along Germantown Avenue in the exhibit area. Exhibitors violating this regulation are expressly bound, at their expense, to repair any such damage that they, their agents, or employees may cause.

LIABILITY

The exhibitor agrees to assume all liability for and to indemnify the Chestnut Hill Second Saturdays and the CHBA 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 Second Saturdays and the CHBA of any liability whatsoever.

LOST OR STOLEN PROPERTY

The exhibitor agrees to assume all responsibility for exhibit items or materials brought to Germantown Avenue for the Chestnut Hill Second Saturdays. The Chestnut Hill Second Saturdays and the CHBA shall not be responsible for theft or loss of property. At no time should items be left unattended.

REGULATION ENFORCEMENT

The Chestnut Hill Second Saturdays shall have the full power to interpret and enforce all the regulations contained herein and shall have the power to make such amendments and further regulations as shall be considered necessary for the proper conduct of the event. 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 CHBA to require immediate removal of such exhibit and/or the offending exhibitor.



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EXHIBIT HOURS

All exhibits must be **operational by 12:00 PM, Saturday during the dates they are exhibiting, and remain open until 4:00 PM that evening.** All exhibit booths must be staffed during operational hours.

REFUND POLICY

A 50% refund to exhibitors will be granted upon written notification to the CHBA received prior to 30-days before the date(s) selected (page 2). No refunds are given for cancellations within one month of the festival date. Vendors may only sell or give their space to another vendor with written and express permission from the CHBA. All cancellations must be received in writing, and "no-shows" without communication will impact future acceptance. We do not do credits for future events except for a rain date. If a fire, acts of god, strikes, or other uncontrollable circumstances force the postponement or cancellation of Chestnut Hill's Home and Garden Festival-in that case, the CHBA shall have no liability or obligation to make any refund. However, the CHBA shall make every effort to refund such a portion of the exhibit fees not spent or

SALE OF FOOD AND SPECIFICATIONS FOR GIVE-A-WAYS

No exhibitor may sell any food product without the express written consent of the event committee. Only pre-packaged sample sizes of 3 oz. liquid and 2 oz. solid may be given away from booth locations. This will be strictly enforced.

LIMITED RELATIONSHIP FOR SECOND SATURDAYS 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 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.