

# Bud Break Wine Festival

Date: Saturday May 1st, 2010

Location: 400 block Downtown

Mount Airy NC

Telephone: \_\_\_\_\_

Show Hours: 11:00AM – 6:00 PM

Move In Times: Saturday, May 1st 8:00AM - 11:00AM

**\*ALL EXHIBITS MUST BE IN PLACE BY 11:00AM ON SATURDAY, May 1st. NO EXCEPTIONS!**

Move Out Time: Saturday, May 1st 6:01 PM – 8:30 pm

**NO EARLY BREAKDOWN**

**Exhibit Space:** Each vendor is responsible for tenting their display and presenting themselves in a manner that reflects a positive image for the event and their company. Feel free to contact \_\_\_\_\_ at \_\_\_\_\_ prior to the event for your booth location. **Absolutely no staking in the ground.** Please plan accordingly for move in.

Please complete the Order Form below and fax it to Mount Airy Downtown Business Association at \_\_\_\_\_ no later than April 1<sup>st</sup> 2010.

## Festival Order Form

**DEADLINE: April 1<sup>st</sup> 2010**

### Quantity Price Total

_____	Folding Chair \$5.00 per chair	\$ _____
_____	8' Undraped Table \$20.00 per table	\$ _____
_____	Table Linen \$20.00 per linen	\$ _____
_____	# of extra glass & tickets (\$10 per glass 2 included)	\$ _____
_____	10' x 10' Tent \$150.00 per tent	\$ _____
_____	10' x 20' Tent \$250.00 per tent	\$ _____
_____	20' x 20' Tent \$350.00 per tent	\$ _____
_____	Electricity \$60.00	\$ _____

(Limited quantities available, Regular 15 amp service. If you require more than a 15amp service, please call \_\_\_\_\_)

Subtotal: \$ \_\_\_\_\_

7.5% Tax: \$ \_\_\_\_\_

Deposit (Returned at the festival) \$ 250.00

**Grand Total: \$ \_\_\_\_\_**

### Payment Information:

Please make checks payable to: ***Bud Break Wine Festival***

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

*No refunds will be made on any order forms submitted. All payments are Non-Refundable & Non-Negotiable.*

**Return Completed Form To:**

**Bud Break Wine Festival**

**P.O. Box 535**

**Mount Airy, NC 27030**

**ID Check:** Please remember ALL of your employees will be carded at the event. If they are not of age, they will not be drinking alcohol.

**Electricity/Power:** Electricity is available but *limited*. Advanced orders can be made by completing the booth accessory form. NO ONSITE ORDERS WILL BE TAKEN.

**Phone:** Phone service is not available at this facility. **Please note: Cell phones are permitted and work in this facility.**

**Parking:** During move in you will be instructed where to park during the show. Please note that parking is free and adjacent to the event.

NOTE: There is no RV parking allowed onsite.

**Vendor Staff:** Each vendor will receive staff badges. Badges can be picked up on-site at Exhibitor Registration. Your staff must wear these badges at all times. Each exhibiting company will receive two (2) complimentary wine glasses. Any staff above the allotted four can purchase discounted admission tickets at Exhibitor Registration for \$10.

**Sales Tax:** As a company selling items in the state of North Carolina you should be charging sales tax and then forwarding the money to the State of North Carolina.

**Care of Facility:** Exhibitors must not injure or deface the grounds of the parking lot. When such damage occurs, the exhibitor is liable to the owner of the property so damaged. The exhibitor shall comply with all reasonable requests of officials in downtown Mount Airy NC. The exhibitor will be charged for cleanup caused by paint, oil, grease, adhesive materials, abrasives and for excessive debris left in exhibitor space.

**Ice:** Ice will be available onsite to purchase for CASH ONLY in the form of 20lbs. There will be ice runners roaming the venue or you can stop by Exhibitor Registration to request ice.

**Exhibitor Conduct:** Exhibitors shall conduct and operate the exhibit so as not to annoy, endanger or interfere with the rights of other exhibitors and visitors.

**Liability:** Bud Break Wine Festival will not be responsible for an injury, loss or damage that may occur to the exhibitor or to the exhibitor's employees or property from any cause whatsoever. The exhibitor assumes full responsibility and liability resulting directly or indirectly, or jointly, from other causes that arise because of the actions or omissions of its agents, employees or independent contractors, whether acting with or without the scope of their authority. Per your contract, all insurance forms need to be presented to event management prior to the show opening Certificate of insurance. **NOTE:** All exhibitors are responsible for their physical well being.

Please be careful during setup, tear-down and during the event. Be aware of your surroundings. An EMT will be available during the operational hours of the event, however, if you have an accident during set-up or tear-down there is no medical help on-site. Show Management has a first-aid kit for band aids, etc. at the Show Office but all exhibitors are encouraged to work carefully. Safety First!

**In the Event of Rain:** Be prepared for the possibility of rain. The show will be open rain or shine. Bud Break Wine Festival will not be responsible for any water damage of your goods or display.

**Amendment to Rules:** Any matter not specifically covered by the preceding rules shall be subject solely to the discretion of Bud Break Wine Festival. See the amendments below:

1. Decorations, signs, banners, etc. may not be taped, nailed, tacked, stapled or otherwise fastened to ceiling, walls, painted surfaces or columns, show tents or stages.
  
1. No holes may be drilled, cored or punched in any show property, including the asphalt or grass.
  
1. All fire, safety and building regulations must be strictly followed. Particular attention should be paid to the prohibition against propane, acetylene and other flammable materials.
  
1. Exhibitors are responsible for the removal of all materials at the conclusion of the show.
  
1. Exhibitor shall obtain all permits and licenses, shall comply with all of the requirements and shall pay all taxes, fees and charges prescribed by federal, state, and local laws, ordinances, and regulations.
  
1. Exhibitors are strictly prohibited from serving alcohol or alcoholic paraphernalia to minors. All such sales will be grounds for dismissal from the event and immediate closure of exhibitor's booth.