



2017

EVENT INFO, RULES & REGULATIONS

- 1. Who May Exhibit:** The "Event" (see floor plan) is reserved for exhibits by retailers, vendors, and manufacturers in the Event area and may be manned by manufacturers, representatives, retailers, wholesalers, sponsors and/or vendors. Subleasing/sharing is **not** permitted unless pre-arranged with and approved by event management (example: Manufacturers renting or sharing a section from retailer).
- 2. Payment of Space:** All monies paid shall be retained by show management in the event exhibitor fails to fulfill or violates contract or withdraws from the event. In the case of food vendors, the fee covers maintenance and one-day food sales permit in the township.
- 3. Installation:**
 - A. No partitions, frames or uprights over eight (8) feet in height are allowed in exhibit space unless approved by event management.
 - B. No damage of any nature may be done to any portion of the exhibit area.
 - C. **Setup Time:** Saturday, July 29, 2017 - 8:30 AM - 1:00 PM
 - D. **Tear Down:** Saturday, July 29, 2017 - 8:00 PM (after event closes)
 - E. **Event Hours:** Saturday, July 29, 2017 - 3:00 PM - 8:00 PM
- 4. Safety:** As a food vendor, you must protect the health, safety, and welfare of the general public consuming your products. Safe preparation and serving of food in accordance with valid Health Dept. Insp. Certificate. If mobile vendor, motor vehicle must properly registered and safely operated at all times. Under no circumstances can any grease be disposed of at this venue or township sewers/rain traps.
- 5. Compliance:** Vendor must supply a valid copy of the Health Dept. Inspection Certificate as proof for conducting food/beverage sales. If mobile food vendor, it is owner's responsibility to ensure your motor vehicle (and vehicle operator) is properly registered, licensed, insured, and permitted to transport and prepare, serve, and sell food/beverages.
- 6. Services:**
 - A. The event management will be responsible for maintaining the event area. Food Vendor must, at their own expense, keep their spaces clean, safe, and vendor spaces in good order.
 - B. The event management shall use proper and reasonable care to have all maintenance services supplied during event. The event management, however, shall not be responsible for late installation or interruptions of any such services.
- 7. Insurance:** Vendors who desire insurance on their exhibits/spaces must place the same at their own expense (property and/or vehicle). If mobile food vendor, it is the vendor's responsibility to ensure insurance covers all risks (liability, fire, theft, damage, etc.) on your vehicle. Attention is also called to the need for exhibitor to carry any workman's compensation with Employers liability.
- 8. Security:** The event management shall be responsible for providing security for surveillance of the venue only. Individual exhibit security is the responsibility of the exhibitor. The event management assumes no responsibility for goods delivered to the venue or materials, exhibits, or products brought into or left at the venue.
- 9. Regulatory Compliance:** Vendor shall be responsible for identifying and complying with all applicable federal, state, and local laws, rules and regulations, including those concerned with food preparation, safety, registration and licensing, and taxation. It is the vendor's responsibility to determine if their business activities require registration for the collection of sales/use tax. Event management will not take responsibility for registering your business or for the collection/remittance of any tax.
- 10. Vendor Professionalism:** Vendor may not cause harm or defame other exhibiting vendor's or manufacturers' exhibits, persons, or products or reputation during the event. Vendors who do not abide by these rules will be escorted out of the venue and will not be eligible for future registration. Vendors escorted out of the venue, due to violation of this provision, shall be considered to have forfeited all monies paid to participate.
- 11. Liabilities:** Vendor hereby agrees to indemnify, and save harmless, event management, event center, their managers, officers, sponsors, employees, agents, successors and assigns from any suit or claim for personal injury, or for property damage or for loss of use of property by whomsoever sustained on or about the vendor's display space or rising out of vendor's participation in the event unless damage or injury is due solely to the negligence of the event management or event center.
- 12. Force Majeure:** In the event the show or any part of the exhibit area thereof as unavailable whether for the entire event or a portion of the event as a result of fire, flood, tempest, or any other such cause or as a result of governmental intervention, malicious damage, acts of war, strike, lock-out, labor dispute, riot, or any other cause or agency over which the show has no control or should the show decide that because of any such cause it is necessary to cancel, postpone, or re-site the event, or reduce the installation time, event time, or move-out time, the show shall not be liable to identify or loss direct or arising as result thereof.
- 13. Amendments:** Event management shall have the full power in the interpretation and enforcement of all rules contained herein. Event management shall also have the power to make such amendments thereto and such further rules and regulations as shall be considered necessary for the proper conduct of the exhibition.
- 14. Cancellation:** BLACKHAWK BUSINESS ASSOCIATION, reserves the right to cancel the Valley of the Vine Wine Festival at any time. All deposits will be refunded if the show is cancelled.