



113 South Johnson Street * P.O. Box 2 * Bluffton, IN 46714

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E-mail: office@blufftonstreetfair.com

Website: www.blufftonstreetfair.com

CONCESSIONS/STREET VENDOR INFORMATION

This page is only for informational purposes. Vendors interested in participating must fill out a Space Request Form and submit via the email listed above. A contract will then be issued upon Chairman's approval. Please see the Website for upcoming fair dates.

This lease is subject to the following regulations and controlled by the board of Directors. If you have any questions, you can contact the Concessions Chairman, Chris Gerber at 260-438-1886.

Frontage Fee: \$23.00 per frontage foot. A contract must be signed and a minimum deposit of \$100 must be submitted to secure a location at the fair. The balance of the contract is due Thursday of the week of the fair. All cash & check payments are to be made payable to "Bluffton Free Street Fair" at the PO Box address above. Invoicing via email is possible but there will be an Online servicing fee added.

The rented space shall be used solely for the purposes stated in the contract. You will receive a contract via email once the space request form is sent to the office and approved by the Chairman. The space shall not be sublet without the written permission of Lessor. If Lessee vacates the assigned space, said space reverts to the control of the Street Fair and may be reassigned by the chairman. REFUNDS WILL BE AT THE BOARD'S DISCRETION UPON REVIEW OF PRESIDING CIRCUMSTANCES RELATING TO "NO SHOWS". The concession chairman shall determine the type of concession or booth to be located on the streets and the control shall be solely by the chairman as to the type of concession or business to be conducted in the above space. NO LIVE ANIMALS MAY BE EXHIBITED OR GIVEN AWAY AS PRIZES.

Water Fee: is based on the total number of hook-ups. (\$30 per hook-up).

All water hose will be white food grade. All food concessions must have a drain hose that runs to a sanitary sewer.

Electric Fee: is based on the type and number of hook-ups (220V at \$75 each, 110V at \$40 each).

All vendors requiring electric hookup must furnish 200' of black electric cable. Type of wire needed: 110-2 wire with ground – Type SO, SJ, SOW; 220-3 wire with ground – Type SO, SJ, SOW

All Vendors must provide a Certificate of Insurance.

ALL VENDORS SHALL CARRY LIABILITY INSURANCE IN AN AMOUNT OF AT LEAST ONE MILLION DOLLARS (\$1,000,000) WITH BLUFFTON FREE STREET FAIR ADDED AS ADDITIONAL INSURED AND FURNISH PROOF OF SAID COVERAGE TO THE FAIR OFFICE BEFORE SETUP CAN BEGIN. Vendors shall be responsible for leaving the street and surrounding area free of debris. The Concession Chairman may assess an additional cleaning fee if the fair is required to clean the area occupied by the vendor.

ALL VENDORS SHALL BE RESPONSIBLE FOR COMPLIANCE WITH THE PROVISIONS OF THE INDIANA FIRE CODE AS ENFORCED BY THE INDIANA DEPT. OF HOMELAND SECURITY.

There shall be no erection of any booth or concession until the Sunday Immediately prior to the fair at 9:00 PM (PRIOR TO THE Tuesday night fair opening. All concessions, booths, and rides may start operating at 11 AM on Tuesday prior to the opening parade. **There shall be no dismantling until the following Saturday at Midnight.** All concession stands, merchandise and equipment must be removed from the streets and parking lots by 6:00 AM Sunday following the closing of the fair.

The Bluffton Free Street Fair assoc. shall not be responsible for any accidents occurring as a result of vendor's operation of booth or concession and the vendor agrees to indemnify The Bluffton Free Street Fair Assoc. against any such liability and expense, including attorney fees and costs.