



Juniata River Valley Festival of Ice

December 1 & 2, 2016 in Downtown Lewistown
Thursday 6:00-9:00 pm Friday 6:00 -9:00pm
Set up Thursday 2-5 Friday 2-5



2016 Non-Food Vendor Application

Booths on the Street

- \$35 * Non-uniform space
- * No electricity
- * No room for canopy
- * Best suited for 1 table

- \$50 * 10 x 10
- * No electricity
- * Room for a canopy (Vendor provided)

The Juniata Valley Bank Holiday Market

Located in the JVB Parking Lot on Monument Square. ALL booths will have 120 volt electrical service provided.

Vendor MUST provide a 100' heavy duty, outdoor grade extension cord. Vendors may bring a canopy but it must fit within the booth perimeters.

- 10x10 inc. electricity
- \$75 10x20 inc. electricity
- \$100

The Gift Emporium limited indoor spaces

Located in the former Glick's Shoe Store building now home to Evolution Arts Center. Booth sizes vary as does electric service. Request updated floor plan via email. No food booths permitted.

- \$100 single booth
- \$150 A VERY limited # of double booth spaces available

Applications accepted until space is filled.

Product and category limitations will apply. Register early for first consideration.

All vendors must provide PA State Sale Tax certificate and proof of insurance. There will be NO EXCEPTIONS. Details are on the back of this page.

Food vendors use a different form. Contact 717-248-6713 or info@juniatarivervalley.org

All vendors must read, sign and return both pages of this application.

Business or Organization: _____

Event Contact Name: _____

Complete Address: _____

Telephone _____ Fax _____

Cell Phone for event contact person _____

E-Mail for event contact person _____

Service or product: _____

____ Yes. I will be bringing and using a generator in my booth and understand that event organizers will assign me a booth where the sound will have less impact.



Please print 2 copies—
One is for you to file. One is for us. Be sure to sign the one you send to us!



Please Return to: JRVB, Historic Courthouse, One West Market Street, Lewistown, PA 17044,
P 717-248-6713 F: 717-248-6714 or jlandis@juniatarivervalley.org

Required Reading!

2016 NON-FOOD VENDOR APPLICATION

Thank you for your interest in the Festival of Ice. We encourage you to follow us on our Facebook page and via the local press. If you have any questions, contact us at 717-248-6713 or jlandis@juniatarivervalley.org.

You must sign and return one copy of this application. Dates, times and many more details are outlined here. Keep a copy for your records!

1. Festival of Ice vendors will be setup on the streets of Downtown Lewistown in the area of Monument Square. Vendors must be present during all hours of the Festival. Set up and teardown times detailed below must be observed.
2. Set up is on Thursday, Dec. 1 from 2:00 until 5 pm. Vehicles are allowed on the Festival streets for unloading only. ALL vehicles must be moved from the Festival area by 5:30 pm. Public parking is available at the Library, behind BonTon, behind South Hills Business School and on any street not being used for the Festival. Parking lots listed are within a block or two of the Festival.
3. Tear down is at 9pm on Thursday and Friday. If you choose to leave your property overnight, you must secure your tents and belongings. The Festival of Ice has overnight security but we cannot guarantee nor be responsible for any loss or theft.
4. Vendors are required to provide their own tables, chairs, lighting and canopy/tent if desired. This is a Holiday event, please decorate accordingly. All surfaces exposed to public view must be attractively covered. All packing materials must be out of sight.
5. Product category limitations will apply. The event committee reserves the right to limit items and duplications by vendors. We also reserve the right to remove questionable merchandise or displays.
6. Vendors are responsible for keeping their booth and the surrounding area free of trash and debris. Trash containers will be provided.
7. Electricity is provided in the JVB Holiday Market ONLY. Vendors may provide their own generators for other booth locations but must include that information on their application. It is up to the discretion of the event committee to decide where booths with generators will be located.
8. The Festival of Ice will be held rain or shine. Please dress accordingly and come prepared.
9. **Before the event, each vendor must provide their PA Sales Tax License number.** Fax it to 717-248-6714, mail to: JRVVB, 1 W. Market St., Lewistown, PA 17044 or email to jlandis@juniatarivervalley.org.
10. **Proof of insurance is also required.** Certificates must be received before the event. Ask your agent to fax to 717-248-6714 or email directly to: jlandis@juniatarivervalley.org. Don't have coverage? Contact us for a list of agents selling single event policies.

WAIVER OF LIABILITY: Festival of Ice vendors/ participants are responsible for their merchandise and fully comprehend the risk of any and all loss, and/or property damage that may occur. In consideration for the opportunity to be a Festival of Ice Vendor/participant, the booth operators hereby waive any and all claims for loss and/or property damage of any kind whatsoever against; the Festival of Ice Committee, JRVVB, JVACC, their directors, officers, agents, and employees from any and all expenses, claims, actions, liabilities, attorney fees, or damages, actually or allegedly, resulting from or connected with the operation of said booth.

I have read and agree to the rules and regulations listed on this page.

Authorized signature

Printed name of signer

Date _____