



**40th Annual Vermont Apple Festival & Craft Show**  
**Saturday, October 12<sup>th</sup>, 2024 - 9am to 4pm**  
Riverside Middle School, 13 Fairground Rd,  
Springfield, VT 05156

## **SPECIALTY FOOD VENDOR CONTRACT**

All contracts are subject to approval by the Springfield Regional Chamber of Commerce (SRCOC). SRCOC reserves the right to reject any application for vendor space, without prejudice. A contract for any one festival does not establish rights to vendor space in any future show sponsored by SRCOC. SRCOC reserves the right to refuse any applicant whose work does not meet the standards of the Festival. Vendor spaces are allocated based on availability and a signed paid contract, with registered previous exhibitors receiving priority. We will put you in the best available space. All spaces are approximately 10' x 10'.

**Outdoors** is the upper landing parking lot (paved) just outside the gymnasium

**Cafeteria** is inside the school and is located near to, but one floor up from the gymnasium

The vendor agrees that their booth will remain open during all Festival hours and **WILL NOT BE DISMANTLED WITHOUT SRCOC'S APPROVAL UNTIL AFTER THE FESTIVAL IS OFFICIALLY CLOSED AT 4:00 PM.** If the vendor closes and leaves prior to the end of the festival, the vendor will not be invited to return for future festivals. Pre-built booths and displays shall be constructed to remain within the 10'x10' leased spaces. The vendor shall provide their own tables and chairs. SRCOC reserves the right to make any vendor space changes, if found necessary. SRCOC reserves the right to remove works or displays considered objectionable. **Please note:** Electrical outlets are not available for each booth. If electricity is needed, a request for a booth with power should be made early, as they are sold on a first come, first serve basis. There is an additional fee for electricity.

All works must be original, created by the vendor. (These are not eligible: manufactured or kit jewelry, ceramics from commercial molds, commercial displays, and imported manufactured items.)

Each vendor should carry his/her own insurance on goods, equipment, et cetera.

The vendor acknowledges that should anyone other than the contracted vendor occupy any part of the space covered by this contract, there will be an additional charge of \$50.00 per booth. (i.e. Additional crafters/businesses will be charged the add'l \$50)

The vendor agrees that they will hold SRCOC and/or Riverside Middle School (venue) harmless and free from any and all damages and claims for damages caused within the display area under the direct control of SRCOC by reason of injury to person or property occasioned by any act of omission, neglect or wrongdoing of the vendor, their employees or any of their officers, agents or representatives.

The vendor shall be responsible for any damage to the floor within the gymnasium. SRCOC and/or Riverside Middle School assumes no responsibility what-so-ever for any property placed in the Festival and it is discharged from any and all liabilities for any loss, injury or damage to persons or property that may be sustained while on the premises. All exhibits are subject to local fire regulations.

No refunds will be given for reserved booth space. No refund will be made for inclement weather or other acts of God over which the sponsors have no control, and risk of loss from such an event shall be borne by the exhibitor. No rain date.

Contact will be made with vendors in September/October about set-up for the festival.

**Springfield Regional Chamber of Commerce, 56 Main St, Ste 2, Springfield, VT 05156**

**802-885-2779 ■ [www.springfieldvt.com](http://www.springfieldvt.com)**

Vendor Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Specialty Food: \_\_\_\_\_

Website or Facebook Page: \_\_\_\_\_

- o Please check here to allow the Springfield Regional Chamber of Commerce to use photos for promotion

Mailing Address: \_\_\_\_\_

Street/PO Box #

Town

State & Zip

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

VT TAX LICENSE # (if applicable) \_\_\_\_\_

**2024 Booth Base Fees:**

**Cafeteria (Specialty & Gourmet Foods) – 10 x 10 ft - \$70\*\***

\*\*\$65 if application is received by July 14<sup>th</sup>, 2024

**OR**

**Outside -10 x 10 ft - \$ 70\*\***

\*\*\$65 if application is received by July 14<sup>th</sup>, 2024

~ All sizes are approximate ~

Booth Preference: **cafeteria** \_\_\_\_\_ **outside** \_\_\_\_\_ (please check line)

\_\_\_\_\_ Electricity \$ 25.00 minimum (Please add this amount to your payment).

**Electrical Needs**

We will try to accommodate your needs, but there are a limited number of spaces offering electrical outlets. You must provide us with the "name plate" data from the appliance and/or the lighting wattage to be used so we may assess your power needs prior to October 1. In other words, tell us exactly what you will be plugging in the outlet (for example, a light fixture with a 60 watt bulb). If extra power is needed for your equipment, additional charges may be necessary, and you will be notified.

**I HEREBY AGREE TO THE CONTENTS OF THIS CONTRACT**

Signature \_\_\_\_\_

Date Signed \_\_\_\_\_

Amount Enclosed \_\_\_\_\_

Checks should be made payable to: **Springfield Regional Chamber of Commerce**  
**56 Main St, Ste 2, Springfield, VT 05156**

If you wish to pay by credit card, please fill out information below.

**\*\*NOTE\*\* There will be a 4% surcharge for all credit card transactions to cover the processing fee.**

Credit card number \_\_\_\_\_ Exp. date \_\_\_\_\_ CVV/CVV2 \_\_\_\_\_

Billing name and address \_\_\_\_\_

(please keep a copy, front and back for your records)