



Fall Arts & Crafts Festival
Saturday, November 4, 2017

VENDOR APPLICATION/RELEASE OF LIABILITY FORM

NAME OF APPLICANT: _____

COMPANY NAME: _____

ADDRESS: _____

PHONE # _____

EMAIL: _____

SPECIAL REQUESTS: _____

HAVE YOU PARTICIPATED IN THIS EVENT BEFORE? YES or NO

CATEGORIES:

Ceramics	_____	Jewelry	_____
Clothing	_____	Mixed Craft	_____
Country	_____	Wood Craft	_____
Flowers	_____	Glass	_____
Plants	_____	*Edible(Food)	_____
Other	_____		

The Applicant hereby releases, indemnifies and holds harmless the Association and its directors, officers, owners, residents, invitees, agents, and employees ("Indemnified Parties") from and against all claims, damages, losses and expenses, including attorney's fees, at both the trial and appellate level, arising out of or resulting from the Applicant's participation at the **Fall Arts and Crafts Festival to be held on Saturday, November 4, 2017**. This release and obligation to indemnify shall extend to all claims and damages, including, but not limited to, consequential damages, losses and expenses attributable to damages to property, death, bodily injury of any nature whatsoever arising out of or resulting from Applicant's participation at the Fall Arts and Crafts Festival. This release and indemnification shall extend event to those situations where any claims for damages and injuries may be caused in whole or in part by any negligent act or omission of the Indemnified Parties.

THE UNDERSIGNED further acknowledges that there will be no refunds for **BAD WEATHER** or for **ACTS OF GOD** and that the event will not be rescheduled under such circumstances.

NAME OF APPLICANT _____

SIGNATURE _____

PLEASE INITIAL PAGE 2 & 3 OF PACKET.

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Fall Arts & Crafts Festival Rules & Regulations

Saturday, November 4, 2017

10:00 a.m. – 5:00 p.m.

PLEASE INITIAL FRONT AND BACK OF THIS PAGE

Application Procedure:

1. All applicants must submit a photo of their merchandise along with a Release of Liability Form and a \$50.00 entry fee. All applications should be sent as early as possible as space is limited and allocated on a first come first serve basis.
2. Make checks/money orders payable to: **Country Walk Master Association Inc.** Please do not send cash. **Your deposited check is confirmation of your space and serves as your receipt.**
3. Mail check, completed application, sample photo of your item(s) and Certificate of General Liability/Commercial Auto Insurance if applicable (vendors with edible items need only inquire on insurance requirements) to the following:
Country Walk Master Association Inc.
Attn: Julie Carpintero
14601 Country Walk Drive
Miami, FL 33186
4. No space can be reserved without a signed application, photo(s), Certificate of Liability Insurance (if applicable) and the paid entry fee of \$50.00.
5. An accepted application is a commitment to show and no refund will be made for cancellation.
6. We reserve the right to place any artist in a space of our choosing.
7. No substitution of Artists will be allowed. Only the Applicant can occupy the space applied for.

Location & Set Up:

1. The festival will be held around the lake in the Country Walk HOA community located at 14601 Country Walk Drive, Miami, Florida 33186. Set up begins at 6:30a.m. All booths must be set up and vehicles removed from the area no later than 9:15 a.m.

_____ **Applicants Initials**

Location & Set Up Continued:

2. An information booth will be set up at 6:30a.m. the day of the festival. All artists/vendors must check in at the clubhouse to receive their map and space number prior to setting up their booth. 14601 Country Walk Drive, Miami, FL 33186.
3. The \$50.00 fee grants the exhibitor a display area of 12x12. All artists are required to provide their own tables, tents, chairs, etc. and to set up in an attractive manner. We recommend that you come prepared with weather proof tarps to cover your merchandise in case of inclement weather. **Tents are required for each space.**

Regulations:

1. All exhibited works must be presented in suitable form for public display. The Country Walk Master Homeowners Association reserves the right to accept products or companies that we feel will add variety and interest as well as compliment our other vendors in order to maintain a quality event. The Country Walk Master Homeowners Association reserves the right to refuse works that are unsuitable in Country Walk Master Homeowners Association's sole discretion.
2. Your "Vendor Parking" card must be displayed on the windshield of your vehicle and should remain on your vehicle throughout the day.
3. A commitment to participate in the festival is a commitment to remain until the festival ends at 5:00p.m. Under no circumstances will vehicles be allowed in the artists' area before 5:00p.m. rain or shine.
4. Your signature on the Application and Release of Liability Form is your commitment to abide by the regulations of the Country Walk Fall Arts and Crafts Festival.
5. *Any vendors selling food/produce/edible products must inquire as to whether a certificate of General Liability insurance is required. Mobile Food Trucks are required to provide both General Liability and Commercial Auto certificates. Direct all inquiries to event coordinator listed below. If required, the certificate(s) must name the following as a certificate holder as well as additionally insured:

**Country Walk Master Association Inc.
14601 Country Walk Drive
Miami, FL 33186**

If you have any further questions or concerns regarding the rules and regulations of this event including inquiries regarding Insurance requirements, please feel free to contact Julie Carpintero at the following:

cwrecmgr@countrywalkhoa.org
305-238-9336 Ext.12

_____ Applicants Initials