

# **Festival on the Bend**

## **Vendor Rules and Requirements**

1. Vendor location is at the Nackawic Arena – 152 Otis Drive.
2. Vendor setup:           August 23, 2019     12PM to 4:30PM
3. Vendor hours:           August 23, 2019     5PM to 9PM (optional)  
                                  August 24, 2019     12PM to 5PM
4. The Vendor agrees to pay the full amount at the time of registration.
5. Your table is not guaranteed until you have paid your table fees in full.
6. Vendors will not be announced nor listed on our website until table fees are paid in full.
7. Vendor set up is to be completed by the Vendor.
8. If you have requested electricity, you agree to bring your own power bar and extension cord. Cords MUST be free from frays or loose ends.
9. Exhibit displays MUST NOT project outward from the assigned space thereby obstructing the view of any adjacent booth.
10. Tables MUST be fully covered. Table legs and items stored under the table should not be seen.
11. Festival on the Bend will NOT be held responsible for any loss incurred by any Vendor.
12. Any Vendor offering food is required to have all necessary food vending certifications. Festival on the Bend will NOT be held responsible for the absence of said certifications.
13. The Arena is darkened during the Miss Nackawic Pageant on Friday night. You may bring your own lighting on condition that it does NOT interfere with the Pageant.

14. The Vendor agrees to ensure there is at least one person at their booth for the duration of the event. The lone exception is if you are not participating Friday evening.
15. Vendors will not tear down until the event has ended.
16. All booth decorations must be kept within the rented space. No items are to be outside of this space obstructing walkways.
17. Preparation of the Exhibit is the Vendors responsibility and expense.
18. Fastening to walls, floors, ceiling or any part of the building or draping is NOT permitted. Any damage to the building or draping will be the responsibility of the Vendor.
19. Space is to be used for the products and purpose of the Vendor. No sub-leasing or booth sharing of the Exhibit space.
20. Vendor is to provide a short, written description of what will be displayed.
- 21. CANCELLATION POLICY – All booth fees are NON-REFUNDABLE unless the event itself is cancelled. If you are not able to attend, you may find someone within the same company to take over your booth with approval from Festival on the Bend.**

**These rules and requirements are subject to change.**

For questions or additional information,

contact Sandra Gorman at:

sygorman@gmail.com

506-324-3905 (cell)