



**5th Annual WILMA
Cattaraugus County Fairgrounds
Saturday & Sunday, October 21st & 22nd, 2017**



If you are interested in applying for a space,
please read through the following information,
complete the enclosed application and mail to:

Cattaraugus County EDPT
c/o WILMA Committee
303 Court Street
Little Valley, NY 14755

By registering for this event, vendors agree to all terms listed below:

Space: Spaces are indoors and the approximate size of each space is 10'x10'

Exhibitor Cost: Donation of a door prize "Gift Basket" ~AND~ Registration Fee
\$10.00 - Early bird Registration Fee if registered by August 31, 2017
\$20.00 - Registration Fee after August 31, 2017
Make checks payable to Cattaraugus County Tourism
- \$30.00 service fee for checks returned due to "non-sufficient funds"

Set Up: Friday, October 20th 2:30 pm - 5:30 pm
Saturday, October 21st 8:00 am - 10:00 am

Deadline: **Deadline for reservations is October 16, 2017**

Notice:

- Exhibitors will be supplied with one eight (8) foot table and will be responsible for erecting any other items needed for their area including displays, etc.
- Exhibitors are responsible for reporting the NY Sales Tax where applicable and comply with any applicable State regulations. Exhibitor must clearly display a validated NY Certificate of Authority.
- Vendors will be requested to remain set up for the entire operating times and days of the event.
- Exhibitor understands that exhibits/concessions must be neat and clean, with suitable safety equipment where required.
- Exhibitors are responsible for their own trash disposal which includes large boxes, packing material, signage, etc.
- Exhibitor will stay in its assigned booth space and not occupy/stand in the aisle way or place sign ups/promo items outside of booth space.
- The sponsor will provide the Exhibitor with exhibitor ribbons, which the Exhibitor agrees to use as identification for entrance to WILMA.
- The Exhibitor agrees to obtain and maintain in force, throughout the term of the exhibition, comprehensive general liability insurance against any loss, liability, or damage on, about or relating to the WILMA or the Cattaraugus County Fairgrounds. All such insurance shall name both the Sponsor (Cattaraugus County) and the Exhibitor as the insured parties therein and shall be obtained from a reputable and financially sound insurance company reasonably acceptable to the Sponsor. The Exhibitor shall furnish the sponsor with a certificate of such insurance and a certificate confirming the Exhibitor's workers compensation insurance coverage, together with written evidence that the premiums for such insurance have been paid, prior to the commencement of the exhibition
- The Sponsor of this event retains the right to decline any application w/just cause. All exhibits must be family oriented - ABSOLUTELY NO exhibits w/pornography, profanity or of vulgar nature. The Sponsor has the right to ask any vendor to remove any merchandise or exhibit that does not adhere to this policy.



Festival Vendor Application

Saturday, October 21, 2017 10 am - 5 pm
Sunday, October 22, 2017 11 am - 3 pm



Name of Organization, Group, Business or Individual:

Address

City

State

Zip

Telephone (Day)

Telephone (Evening)

Fax

Email

Please check all boxes that apply to your business/product:

Made in Cattaraugus County (Home-made) ☐

Other (Direct Sales/Retail Shop/Manufacturer/Service ☐

Manufacturing Vendor ☐ Craft Vendor ☐ Service Vendor ☐ Other ☐ _____

Description of Product / Craft / Items you intend to sell / display at your booth:

If you would like to have a booth geared for children's games or activities or informational or of a non-profit nature, please specify the activity below:

Please return completed application to:

Cattaraugus County Tourism
c/o WILMA Committee
303 Court Street
Little Valley, NY 14755

Hold Harmless Agreement:

Exhibitor releases and holds harmless the facility that is being used, sponsors, owners, managers, merchants associations, agents, servants and employees of Cattaraugus County and Cattaraugus County Fairgrounds from all responsibility, personal liability, loss or damage, theft, fire, loss of life, personal injury and / or damage to property that may arise or occur to exhibitor, his employees, agents, servants, associates, goods, property or the public and from any conditions whatsoever that may arise while the premises are in use, during the show hours or when closed after show hours. We reserve the right to remove exhibitor and exhibits if agreements or rules are not complied with and whose conduct is not acceptable. Misrepresentation on the part of the exhibitor in any form will result in cancellation of space and total loss of fee. Entry constitutes an agreement that exhibitor and his representatives take no legal action against any of the above.

Signature of Exhibitor: _____

For Office Use Only

Date Received _____ Amount Received _____

Check/MO # _____ Insurance Certificate _____

Exhibit Lot # _____ Exhibitor Packet Sent _____