



# BALLOONS OVER ANDERSON

## Vendor Contract

November 2 – 4, 2012

[www.balloonsoveranderson.org](http://www.balloonsoveranderson.org)

Welcome to the 4<sup>th</sup> annual Balloons Over Anderson Hot Air Balloon Festival. We are excited to offer Vendor space at the event to vendors, exhibitors and food vendors, local only.

Company Name (Vendor): \_\_\_\_\_

Contact Name: \_\_\_\_\_ Web: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Accepted Vendors must provide cell phone number for contact on-site: \_\_\_\_\_

Items to be sold (**photo of tent / trailer must be submitted with Contract**): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<b>Tent Size</b>	<b>Fee</b>
10' x 10'	\$75
10' x 20'	\$150
10' x 10'	Sponsor booth

**NOTE: CHECKS MUST BE MADE PAYABLE TO BALLOONS OVER ANDERSON.**

Vendors must provide their own tent / trailer, tables, chairs, displays and sufficient tie-downs for inclement weather. Vendors must be present during the event. No hawking or public address systems will be permitted. Electricity and water will NOT be available. Light plants will be positioned on the event grounds for light at dusk.

I have read and agree to comply with all Vendor Rules and Regulations attached to this contract. I understand there will be no refunds given unless requested in writing by October 5, 2012, there will be no refunds for rain, and no rain dates are available. I understand Balloons Over Anderson reserves the right to jury any items and/or any discrepancies. I also agree to hold Balloons Over Anderson, their organizers, committee members, volunteers and other persons acting on their behalf harmless from any and all claims, actions, suits, causes of action or liabilities relating to injuries, damages or thefts caused to person(s) or property while said premises are occupied from the time of set-up to tear down of booth. **Food vendors must supply Balloons Over Anderson with a Certificate of Insurance for general liability insurance with Balloons Over Anderson listed as an Additional Insured (NOT JUST A CERTIFICATE HOLDER). This certificate must be provided immediately after the vendor has been notified of acceptance. Notification will be made by email.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mail contract and payment to:  
Balloons Over Anderson  
C/O 3300-D N. Main St., PMB 310  
Anderson, SC 29621

**BALLOONS OVER ANDERSON**  
**Vendor Rules and Regulations**  
November 2 – 4, 2012

**Venue:** This event will be held on the Anderson Sports and Entertainment Center launch field located on Woodcrest Drive, Anderson, SC. Exhibitors/Vendors may arrive to check in and set up beginning at 9:00 AM until 2:00 PM on Friday or set up before 9:00 AM on Saturday and must remain open for business throughout the entire event during festival hours listed below.  
**PETS ARE NOT PERMITTED.**

Friday, November 2, 2012	Event opens 2:00 PM
Saturday, November 3, 2012	Event opens 7:00 AM until dark
Sunday, November 4, 2012	Event opens 7:00 AM until dark

The festival ends at 7:00 PM on Sunday

**Vendor Parking:** A Parking Permit will be provided to approved exhibitors/vendors at check in. Food vendors only will be permitted to park one vehicle behind their booth. Additional food vendor parking will be available adjacent to the food vendor area in the handicap parking area. No RV's or motor homes will be permitted on the event site.

**Sales Tax:** Exhibitors/Vendors are responsible for collecting and reporting their own sales tax.

**Tent Tie-Down:** All exhibitors/vendors MUST secure their tents, and other display items against weather. Stakes can be utilized for tie-down purposes. You will NOT be permitted to tie to a neighboring vendor. Exhibitors/vendors will be responsible for any damage caused by their items to other exhibitors' merchandise and/or to the public.

**Sub-Letting of Space:** Exhibitors/Vendors are not permitted to assign, sublet, or apportion the whole or any part of the space assigned or have representatives, equipment, or materials for exhibitors/vendors other than its own.

**Amenities:** No electricity, ice or water provided. Quiet generators are permitted.

**Food & Merchandise Restrictions:** Food must be in compliance with the SC Department of Health and Environmental Control. If in compliance, DHEC will issue a health certificate on Sat., Nov. 3, 2012. There will be no unauthorized food or merchandise sales. NO Coca-Cola products can be sold or used on the premises. Pepsi products ARE permitted. Balloons Over Anderson will have the final decision regarding merchandise and/or consumable goods sold. All vendors are required to submit a list of items to be sold and only those items approved by Balloons Over Anderson will be allowed. There will be no duplications of items. No dumping or refuse of any kind will be permitted on the ground.

**Clean Up:** All exhibitors/vendors are required to leave their spaces clean and undamaged. Do not disassemble booths until the close of the festival and the public has left the area.

**Fee Payments and Returned Checks:** Full payment is required with the Contract and may be made in the form of money orders or checks. **CHECKS MUST BE MADE OUT TO: BALLOONS OVER ANDERSON.** No checks will be accepted after October 15, 2012 and a returned check fee of \$35 will be assessed to any check returned by the bank.

**Indemnification/Release:** Exhibitors/Vendors participate at their own risk and assume the entire responsibility and liability for losses, damages, and claims arising out of injury or damage to vendor's displays, equipment, and other property brought upon the premises of the festival site. Balloons Over Anderson is not responsible for any theft, damage or accidents occurring throughout the event or resulting there from.

Exhibitor/Vendor Signature: \_\_\_\_\_