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**VENDOR APPLICATION**  
**AVONDALE MAY HAM FEST**  
**SATURDAY MAY 5<sup>TH</sup>, 2018**  
**FRANKLIN AND PINE STS, AVONDALE ESTATES, GA 30002**

Applications and payments due by April 13<sup>th</sup>, 2018  
Food/Beverage Vendor fee - \$150.00

**You will not be approved unless this form is complete.**

Vendor Name \_\_\_\_\_  
Contact Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Cell \_\_\_\_\_  
Email \_\_\_\_\_  
Website \_\_\_\_\_

**VENDOR PAYMENTS MUST BE PAID IN FULL WITH SUBMITTAL OF THE APPLICATION**

**VENDOR AGREES TO ALL AVONDALE MAY HAM FEST TERMS AND CONDITIONS**

**VENDOR WILL OBTAIN A TEMPORARY BUSINESS LICENSE FROM CITY OF AVONDALE ESTATES**

**VENDOR AGREES TO MAINTAIN A MINIMUM OF \$1,000,000 COMPREHENSIVE LIABILITY INSURANCE AND NAME: CITY OF AVONDALE ESTATES AVONDALE MAY HAM FEST AS ADDITIONAL INSURED **OR SIGN LIABILITY WAIVER & RELEASE FORM.****

**VENDOR SET-UP TIME IS 8AM ON SATURDAY, MAY 5TH. BREAKDOWN IS AT 8PM.**

**◆PLEASE SUBMIT A PICTURE OF YOUR FOOD TRUCK AND SMALL DESCRIPTION FOR USE ON AMFH WEBISTE AND FACEBOOK TO [amy@avondalemayhamfest.com](mailto:amy@avondalemayhamfest.com)◆**

**VENDORS WILL BE INVOICED VIA PAYPAL or  
Please make all Checks or Money Orders payable to: Avondale May Ham Fest**

**Vendor may mail forms and payment to:**

**Avondale May Ham Fest  
15 Franklin Ave  
PO Box 682  
Avondale Estates, GA 30002**



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## **TERMS & CONDITIONS**

- Soliciting outside of designated booth space is not permitted.
- Vendor agrees not to sublet space or exhibit merchandise other than specified on the registration form without permission from organizer.
- Organizer reserves the right to reject, restrict or remove a vendor.
- No vendors may sell or distribute offensive, dangerous, illegal, racist, homophobic, misogynistic, hateful, religious, political or other controversial material.
- Vendors must behave in a civilized manner.
- Vendor agrees that space assignments may be changed by the organizer.
- Vendors are liable for any damage or defacement to event structures caused by their exhibit.
- ALL tents must be weighted down with sandbags or weights.
- ALL booths must comply with local fire, health, and safety regulations.
- Set-up time begins at 8am on Saturday, May 5, 2018. Breakdown at dusk.
- Unless event is canceled there will be no refunds. All sales are final.
- Sponsors and vendors must supply their own tables, tents and chairs and will not have access to power.

### **INDEMNIFICATION:**

Vendors shall indemnify, hold harmless and defend The City of Avondale Estates, Avondale May-Ham Fest and their respective members, officers, directors, agents, sponsors, employees, and contractors against any and all costs and liabilities of any kind (including attorney's fees) which they incur because of sponsor or vendor's use or occupancy of the space, or as a consequence of sale or use of any exhibit or product or service.

### **FOOD AND BEVERAGE:**

Food vendors are responsible for complying with all DeKalb County Health Department regulations regarding food, storage, equipment, temperature, etc.

Food vendors will fill out a Temporary Business License and Temporary Alcoholic Beverage License. There is no charge for these licenses if vendor has a business license with the City of Avondale Estates

### **SECURITY:**

Security for vendors will begin Saturday May 5, 2018 at set-up and will continue through artist and vendor event teardown at dusk.

Avondale May-Ham Fest and City of Avondale Estates cannot guarantee against loss or breakage of any item.

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



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## **INSURANCE**

Vendor agrees to maintain a MINIMUM of \$1,000,000 Comprehensive Liability Insurance and Name: City of Avondale Estates and Avondale May Ham Fest as additional insured.

Vendors and Sponsors MUST be prepared to furnish an Insurance Certificate indicating the required insurance has been obtained.

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

Contact Name \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_

Email \_\_\_\_\_

**Should you choose not to obtain insurance you must fill out, sign, and mail the Liability Waiver & Release form with your application.**



# LIABILITY WAIVER & RELEASE FORM

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## Section I. General Information

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

Contact Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Cell \_\_\_\_\_

Event title: AVONDALE MAY HAM FEST

Date and time of event Saturday, May 5<sup>th</sup>, 2018 8:00AM – 8:00PM

Description of activities and intended use of the facilities/services (please be specific and enclose attachments if necessary)

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

## Section II. Waiver & Release

On behalf of myself and my executors, administrators, heirs, next of kin, successors, assigns, and \_\_\_\_\_,  
(Please print name of business\*)

I, hereby (A) waive, release, and discharge from any and all liability for the death, disability, personal injury, property damage, property theft or actions of any kind which may hereafter accrue to me or my business\* named above (if applicable), City of Avondale Estates, Avondale May Ham Fest and its officers, agents, and employees (B) indemnify and hold harmless City of Avondale Estates, Avondale May Ham Fest and its officers, agents, and employees from any and all liabilities and claims made by other individuals or entities as a result of any of my actions or the actions of any participant, or any agent, employee, or member of my business\* named above (if applicable).

I, the undersigned, on behalf of myself and my business\* named above (if applicable):

X \_\_\_\_\_ (a) acknowledge that I have read and understand the waiver and release described herein  
(please initial)

X \_\_\_\_\_ (b) affirm that this release and waiver shall be construed broadly to provide a release and waiver to the maximum extent permissible under applicable law  
(please initial)

X \_\_\_\_\_ (C) waiver to the maximum extent permissible under applicable law.  
(please initial)

X \_\_\_\_\_ X \_\_\_\_\_  
Signature Date



AVONDALE MAY HAM FEST VENDOR APPLICATION

WASHINGTON STREET

OLIVE STREET

MOVIE SCREEN

LITTLE TREE ART STUDIO STAGE

CAR SHOW

PINE STREET

FRANKLIN STREET

LOCUST STREET

VENDORS VENDORS VENDORS VENDORS

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FOOD COURT

MANN MECHANICAL

MY PARENTS' BASEMENT/WILD HEAVEN FOOD & BEER

PINE STREET MARKET

MY PARENTS' BASEMENT STAGE

MY PARENTS' BASEMENT

NAVONDALE ROAD

ROAD BLOCKED, NO THRU TRAFFIC