



2022 Vendor Application for Participation

Every third Monday of the month from 5:30pm to 8:00pm.

This form, along with payment + insurance certificate (or hold harmless agreement), must be returned to the Bucksport Bay Business Coalition, LLC the week before event.

Please circle interested dates you would like to attend:

July 18th

August 15th

EXHIBITOR INFORMATION

Business/Organization Name:

Primary Contact:

Address: _____

City/State/Zip: _____ Phone: _____

Cell: _____

Email: _____

Facebook: _____ Category: _____ Food

Vendor _____ Activity/Entertainment _____ Booth _____

Other Please describe the booth/activity/exhibit:

_____.

Website: _____

FEE SCHEDULE

Coalition Members	Non-Members
Free	\$25.00
Electricity needed? \$40.00	\$40.00

Days: _____ X \$ _____

TOTAL: _____

EXHIBITOR INSURANCE REQUIREMENTS

Orland Vendor Bender

- A Certificate of Insurance is due upon submitting the application for participation. The following language must appear on the Certificate of Insurance under 'Description Operations/Locations/Vehicles/Exclusions Added by Endorsement/Special Provisions':
- "The certificate names Bucksport Bay Business Coalition, LLC, and the Town of Orland as additionally insured a week before event."

AND

- "Coverage is primary and noncontributory, and a Waiver of Subrogation applies."

If you are an employer workmen's comp is also required. Sole proprietor, no employees sign the hold harmless below.

If you are a **small business with no insurance**, you will need to complete the Hold Harmless Agreement below upon returning this application.

HOLD HARMLESS AGREEMENT

_____ (business), of _____ (address)

hereby agrees to indemnify, defend, and hold harmless, the Bucksport Bay Business Coalition, LLC, and the Town of Orland, their officers, directors, agents, employees, board and commission members, volunteers, and any other individuals representing the interest of the Bucksport Bay Business Coalition, and the Town of Orland from and against all claims, liabilities, suits, obligations, fines, penalties, damages, losses (to include any and all claims by persons claiming workers' compensation benefits under the laws of the State of Maine) and expenses (including without limitation, attorney's fees and disbursements) that may be imposed upon, incurred by, or asserted against the Bucksport Bay Business Coalition, LLC, and the Town of Orland reason of, or arising out of injuries to, or death of, persons or damage to property resulting from or occurring by reason of the acts, whether negligent, willful, or otherwise, of _____ (business), and/or any of its affiliates, agents, representatives, employees, and volunteers, arising out of the participation at the Orland Vendor Bender scheduled to take place on your chosen days of events.

Signature

Date

Rules & Regulations

Orland Vendor Bender

1. **SCHEDULE.** Exhibitor set-up begins as early as 4:30pm and must be completed by 5:30pm. All vendors must be completely staffed and operating during the full hours of the Fair.
2. **EXHIBITION SPACE.** Exhibitor agrees to conduct all activities within the confines of the assigned booth space and/or individual tent. No solicitation activities are permitted outside of vendor booth and/or individual tent. An exhibit space of ten (10) feet in frontage and ten (10) feet in depth, (10'x10'), will be supplied, **not an actual table**. A 10'x10' pop up tent is strongly encouraged.
3. **PARKING.** Parking is permitted in designated areas only. Carpooling of staff is strongly recommended. The dropping off products will be available during set-up time only (refer to 'Schedule'). After 5:30pm, vehicles will not be allowed to enter the event.
4. **LIMITATION OF LIABILITY.** Neither the Bucksport Bay Business Coalition, LLC, nor the Town of Orland their officers, directors, agents, employees, members, or volunteers assume any responsibility whatsoever for the loss or damage, including theft, to any property placed in the booth or elsewhere on the grounds. The Vendor agrees to make no claim for any reason whatsoever, including negligence, against the Bucksport Bay Business Coalition, LLC, or the Town of Orland, their officers, directors, agents, employees, members or volunteers for loss, theft, damage, or destruction of property, or for any personal injury to Exhibitor or its employees while on the ground or in the event quarters, or in the off-site parking areas.
5. **LEAVE NO TRACE POLICY.** Vendors are responsible for leaving booth spaces clean and free of trash or other materials. Failure to do so will exclude them from future fairs.
6. **CANCELLATION.** No refund will be given less than one month prior to the event date.
7. **RESTRICTIONS.** The Bucksport Bay Business Coalition, LLC reserves the rights to exclude or reject any applicant(s) that, at its sole discretion, are deemed inconsistent with the family atmosphere of the Orland Vendor Bender, and/or unprofessional in appearance, and/or incompatible with other Vendors. The Bucksport Bay Business Coalition, LLC reserves the right to restrict or remove, without a refund, exhibits that have been falsely entered or are deemed unsuitable or objectionable or exhibits that fail to control the volume level of personnel or equipment in their booth.

Please contact Teri Doty, Executive Director at 207.478.9903 or info@Orlandbaycoalition.com with any questions.

