



Free Game Tent Vendors **Sunday, June 26, 2011**

Fishers Freedom Festival
P.O. Box 930
Fishers, IN 46038
(317) 595-3195 Office
(317) 595-3196 Fax
info@fishersfreedomfestival.org

Tent Hours: 10:00 a.m. – 2:30 p.m. Cost: NO CHARGE

- You may have your display board up and flyers and/or business cards out, but you **cannot** have any product displayed or actively promote your business on Sunday. This day is for the children to play games and enjoy themselves.
- Booth spaces are 10' x 10'. You may request more than one booth. Please note the information on your application form.
- Vendors will have access to tables and chairs free of charge. You will be responsible to gather your tables and chairs yourself and return them to the same location at the end of the day
- **All vendors are required to provide the Fishers Parade and Festival Inc. a Certificate of Insurance with the Fishers Parade and Festival Inc and the Town of Fishers to be named as an additional insured for general liability. NO EXCEPTIONS. The certificate must be received in the Festival office by June 1st**
- **If the certificate is not received by June 1st your booth will be forfeited. (We will not call to remind you.)**
- Having caricatures, hiring or having personalities, radio stations and contracting out services such as face painters, etc. to participate in your booth must be submitted in writing and approved by the Executive Director three weeks prior to the Festival. *This is to avoid any potential conflict for our sponsors.*
- **We would like to ask that Free Game Tent Vendors donate an item for our Silent Auction to benefit the Roy Holland "Backpacks for Kids Program" and Roy Holland Memorial Fund.** Items need to be dropped off or mailed to the Festival Office by June 1st. We would be happy to pick up the item. Please list item and value on the registration form.
- The Fishers Freedom Festival Committee has the right to refuse rental of booth space to any vendor
- You **cannot** conduct any business on Sunday.
- You **must** provide a game for the children to play at no charge.
- You may provide candy, balloons, suckers or trinkets for prizes for the games.
- Raffles for money are not permitted.
- Asking for donations is not permitted.
- Set up time on Sunday will be from 8:00 a.m. until 9:15 a.m. **YOU MUST ARRIVE AT YOUR ASSIGNED TIME OR YOU WILL NOT BE PERMITTED TO SET UP AND PARTICIPATE.**
- **YOU MUST STAY UNTIL 2:30 p.m. YOU CANNOT TEAR DOWN EARLY.**
- You will be receiving your booth space number, a map of your approximate location in the tent, your set-up time, and a map of the park highlighting vendor parking TWO WEEKS PRIOR TO THE FESTIVAL.

- Vendors must wear the vendor tag provided to them at all times and must remain within or next to their booth space area. You may not walk around the park facility promoting your product.
- *No parking will be allowed in the parking lot.* Additional free parking will be available at the Fishers Municipal Complex and Train Station. We will be providing a FREE shuttle service. Please encourage your workers to use the shuttle.
- Your vehicles must be out of the parking lot by 9:15 a.m.
- *Traffic into the parking lot at Ellipse Parkway and Holland Drive will be shut down at 9:30 a.m. due to the Children's Parade, which will start at 10:00 a.m.*
- You are responsible for cleaning up your area of debris before you leave for the day. You will be provided a trash bag. Please tie up the bag and leave it in your area for the cleaning crew to pick up.

Your comments and suggestions are very important to us, so please complete the survey that will be provided to you on Sunday afternoon.



**Free Game Tent Vendors
Application
Sunday, June 26, 2011**

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This form must be completely filled out and signed and returned as soon as possible to secure your booth space. Forms must be returned no later than April 15th. All vendors are required to supply the Fishers Freedom Festival with a Certificate of Insurance. Fishers Parade and Festival Inc and the Town of Fishers must be listed as an additional insured. See attached sample certificate for required limits of insurance. Certificates are due June 1, 2010. Applications not completely filled out and signed will be returned.

Contact Person: _____

Business/Organization: _____

Mailing Address _____ City _____ State _____ Zip _____

Phone: _____ Fax: _____ Email: _____

I need _____ Vendor Badges for my staff. Booth space size is 10' X 10'. Number of booth spaces requested _____

_____ Electricity not needed. What will the electricity be used _____

- **You must provide your own extension cords (must not be less than 12 gauges) if you need more than one outlet you must provide your own electrical multi strips (must be GFI protected).**

Games and prize(s) you are providing (If you do not know at this time please call or fax with the information no later than **May 15, 2011.** _____

Please remember that we have children of all ages participating in the festival. Games need to be able to entertain children ages 2 to 14. You will not be charged a booth fee to participate and you cannot charge a fee for the children to play your game.

Please list the item you are donating to our Silent Auction _____

Value of Silent Auction Item \$ _____ I will mail the item to you by June 1, 2011

_____ Please pick up the silent auction item at our office _____ (when?)

You will receive a booth number, set-up time, a map of your booth space under the tent, and a map of the park highlighting the parking area two weeks prior to the festival.

[] **I am also participating on Saturday, June 25, 2011 as a Business Vendor.**

I have read the rules and regulations for the Free Game Vendors and I will agree to abide by these regulations. If I fail to do so, I know that I can be asked to leave the Festival. If weather conditions become severe, I accept full responsibility for myself, my employees and/or workers. I, the undersigned, intending to be legally bound, hereby, for myself, my heirs, executors and administrators, waive and release any and all rights and claims for losses and damages I may have against the Fishers Freedom Festival and/or the Town of Fishers, and all other parties and their representatives, successors, sponsors, and assignees for any and all injuries and all claims of damages demands and actions whatsoever which may arise as a result of participation in this festival. I hereby grant full permission to any and all forgoing to use photographs, videotapes or motion pictures of this festival for any purpose related to the festival, future festivals, beneficiary or sponsor.

Printed Name

Signature

Date

PLEASE REVIEW HOW YOUR CERTIFICATE OF INSURANCE MUST READ.

ACORD CERTIFICATE OF LIABILITY INSURANCE		OP ID TR FISHE-6	DATE (MM/DD/YYYY) 10/05/05
PRODUCER H. J. Spier Company, Inc. 5750 Castle Creek Pkwy., #150 Indianapolis IN 46250-4359 Phone: 317-849-8800 Fax: 317-576-5058		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
INSURED NAME OF PARTICIPANT ADDRESS OF PARTICIPANT		INSURERS AFFORDING COVERAGE INSURER A: Miscellaneous Company INSURER B: INSURER C: INSURER D: INSURER E:	NAIC #

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	X	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	POLICY NUMBER	01/01/00	01/01/00	EACH OCCURRENCE \$ 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100000 MED EXP (Any one person) \$ 5000 PERSONAL & ADV INJURY \$ 1000000 GENERAL AGGREGATE \$ 2000000 PRODUCTS - COMP/OP AGG \$ 2000000
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE RETENTION \$				\$
A		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER	POLICY NUMBER	01/01/00	01/01/00	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

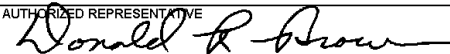
**SAMPLE OF
CERTIFICATE
WITH REQUIRED ENDORSEMENTS
AND LIMITS.**

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

The Fishers Parade and Festival Inc. and the Town of Fishers are an additional insured for general liability under this policy.

CERTIFICATE HOLDER

CANCELLATION

FISHERS The Fishers Parade and Festival Inc. and the Town of Fishers P.O. Box 930 Fishers, IN 46038	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE 
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