



THIS ENTRY FORM IS NOT TRANSFERRABLE

RILEY FESTIVAL
2010 GENERAL APPLICATION
COMMERCIAL, CRAFT, GAMES
FLEA MARKET, & NON-PROFIT

OCTOBER 7, 8, 9, AND 10, 2010

THEME: "GRIGGSBY'S STATION"

FOR OFFICE USE ONLY:

2010 BOOTH # _____

Date: _____

Amt. Paid: _____

Check # _____

2009 Location: _____

Insurance: _____

Confirmation: _____

How many years have you had a booth at Riley Festival?

The Riley Festival, celebrating the Hoosier Poet's October birthday, will be held on October 7, 8, 9, & 10, 2010. Due to increased interest in participation in our Festival, it is important that you return this entry form **immediately**. Applications must be accompanied by payment in full.

BUSINESS NAME (Please print) _____

CONTACT PERSON _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____ PHONE _____

FAX _____ E-MAIL _____ WEB SITE _____

NO DRUGS OR DRUG PARAPHERNALIA, PORNOGRAPHIC MATERIAL, NO KNIVES, SNAP POPS, SILLY STRING, DISAPPEARING INK, FIREWORKS, POTATO OR MARSHMALLOW GUNS. A 2A or ABC fire extinguisher must be in each booth other than food concession trailers at all times. NO RAFFLES WITHOUT PRIOR APPROVAL.

NO DISPERSING OF HERBS, HEALTH OR DIET SUPPLEMENTS, NON-PRESCRIPTION MEDICINES OR PROMOTION OF MEDICAL DEVICES.

All items to be offered for sale **MUST** be listed in the space provided below. Items not listed **MAY NOT BE SOLD**. Cancellations will be accepted, however, **NO REFUNDS OF ENTRY FEE WILL BE MADE AFTER AUGUST 1, 2010.**

The Riley Festival Association reserves the right **TO INSPECT OR DENY SALE OR DISPLAY OF ANY ITEMS DEEMED INAPPROPRIATE.**

CHECK APPLICATION TYPE: COMMERCIAL FLEA MARKET GAMES NON-PROFIT CRAFT

*ALL ITEMS TO BE SOLD MUST BE LISTED BELOW: _____ THE MAJOR ITEMS TO CLASSIFY MY BOOTH (((_____)))

Set-Up: Thursday, October 7th

Festival Hours: Thursday, October 7th– 5 P.M – 9 P.M.; Friday & Saturday, October 8th & 9th– 9 A.M.-9 P.M.; Sunday, October 10th--11 A.M.– 5 P.M.

All exhibitors are expected to be open the hours of the Festival. If your booth cannot be set-up and open on Thursday, October 7th, the Riley Festival Office MUST be notified 72 hours before Festival Opening. **NO TRAILERS ALLOWED**

TENTS MUST BE OF FLAME-RETARDANT MATERIAL.
STREET LIGHTING PROVIDED.

**INDIANA SALES TAX IS THE RESPONSIBILITY OF THE VENDOR. STATE INSPECTORS CHECK!
BOOTH INSURANCE IS THE RESPONSIBILITY OF THE VENDOR.**

FEES: COUNTY RESIDENTS-----10 X 10 FT. OF SPACE ---\$155.00 (Includes electricity)
 NON-COUNTY RESIDENTS---10 X 10 FT. OF SPACE----\$185.00 (Includes electricity)
 For multiple spaces multiply number of spaces times base fee.

Next page must be completed and signed

This form must be completed and signed.

COMMERCIAL: All booths are located on the Courthouse Lawn and South State Street.

FLEA MARKET: All booths are located on North Street.

GAMES: All booths are located on the Plaza or the south side of the Courthouse Lawn by the Plaza.

NOT-FOR-PROFIT: Booths are located on Courthouse Lawn and S State St.. The Riley Festival reserves the right to request proof of 501-3-C.

CRAFT: Please indicate by number your first choice (1), second choice (2) or no preference (NP) of location:
_____ East Main St. _____ West Main St. _____ North State St. _____ South State St.

** Craft vendors must submit two (2) photos of booth with application**

JURIED CRAFT: Check here for JURIED____ All booths are located on East St. If not selected for Juried, booths will be placed on another Craft street. If so, please indicate street preference above. **JURIED APPLICATIONS MUST BE ACCOMPANIED BY FIVE PHOTOS OF YOUR BOOTH TO ENABLE THE FESTIVAL TO JURY THE BOOTHS PARTICIPATING. APPLICATIONS SUBMITTED WITHOUT PHOTOS WILL NOT BE CONSIDERED.** If you wish your photos returned, please include a SASE business-size envelope with 78 cents postage with your application. **Items are to be handmade by the exhibiting artist.**

PLEASE RESERVE _____ SPACES @ \$ _____ EACH FOR ME.
I AM ENCLOSING A CHECK OR MONEY ORDER IN THE AMOUNT OF \$ _____.

MAKE CHECK OR MONEY ORDER PAYABLE TO RILEY FESTIVAL. Cancellations will be accepted; however, NO REFUNDS WILL BE MADE AFTER AUGUST 1, 2010. ONLY CASH OR MONEY ORDERS WILL BE ACCEPTED AFTER THAT DATE.

NO ANIMALS, EXCEPT SERVICE ANIMALS WILL BE ALLOWED IN FESTIVAL AREA! THIS INCLUDES VENDORS!

NO FOOD FOR SALE IN FLEA MARKET OR CRAFT AREA!

COMMERCIAL VENDORS CANNOT GIVE AWAY FOODS OTHER THAN SAMPLES OF PRODUCTS THEY ARE SELLING AS LISTED ON THIS APPLICATION. IF ANY FOOD IS GIVEN AWAY OR SOLD, A CERTIFICATE OF INSURANCE MUST BE FILED WITH THE RILEY FESTIVAL OFFICE.

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THE LESSOR, THE RILEY FESTIVAL ASSOCIATION, INC. DBA, RILEY FESTIVAL, SHALL NOT BE RESPONSIBLE FOR ANY INJURY OR LOSS OF ITEMS THAT ARISE OR COME TO THE LESSEE OR HIS EMPLOYEES OR PERSONNEL OR HIS GOODS FROM ANY CAUSE WHATEVER WHILE SAID PREMISES ARE BEING OCCUPIED UNDER THIS AGREEMENT.

I HAVE READ, UNDERSTAND AND WILL COMPLY WITH ALL PROVISIONS AND POLICIES OF THIS APPLICATION. I UNDERSTAND THAT ANY VIOLATION MAY RESULT IN MY DISMISSAL WITH NO REFUNDS.

LESSEE SIGNATURE(S) _____

FORM MUST BE COMPLETED IN FULL AND SIGNED OR IT WILL BE RETURNED.

PLEASE RETURN THIS FORM and ENTRY FEE TO:

**Riley Festival
312 E. Main St., Ste. C
Greenfield, IN 46140**

Riley Festival Phone: 317-462-2141. E-mail: info@rileyfestival.com

Riley Festival Web Site: www.rileyfestival.com

**THIS ENTRY FORM IS NOT TRANSFERRABLE
PLEASE TAKE NOTICE OF THE ADDITIONAL ELECTRIC SERVICE
REQUIREMENTS PAGE THAT IS NEW FOR 2010**

ELECTRIC SERVICE REQUIREMENTS:
EFFECTIVE FOR 2010 RILEY FESTIVAL

CRAFT AND OTHER BOOTHS : ~~~THIS PERTAINS TO YOU

(VENDORS REQUIRING 120v PLUG IN HOOK-UP)

1. 120V electric service supplied by the City (one plug in per booth)
2. 50 ft 3-prong extension cord in good safe shape (no repairs or damage)
3. Surge protector inside booth (optional)
4. "Maximum" load hook-up 15 amps per booth
5. No electric heater
6. Greenfield Power & Light has the right to refuse to hook up unsafe electric services.

~~~~~ELECTRIC SERVICE REQUIREMENTS~~~~~

Food Vendors: (Vendors requiring special 120v-240v hook-ups)

1. 120v-240v supplied by the City
2. Cable must be rated to handle amps in main breaker supplied by the vendor in their trailer.
3. 100 amp "Maximum" on main breakers
4. Wires must be safe & insulated (no worn spots or damage).
5. Greenfield Power & Light has the right to refuse to hook up unsafe electric services.