

Ladysmith Day

THE CAROLINE SPRING FESTIVAL

Tenth Annual Ladysmith Day Festival Non-Food Vendor Application Form

Thank you for your interest in the Tenth Annual Ladysmith Day Festival to be held **Saturday, May 5, 2018 at the Caroline County Agricultural Fair Grounds** from 11 a. m. until 4 p.m.

As a non-food vendor you will receive a 10' x 10' space.

The cost to be a non-food vendor is \$60 for a business and \$30 for a non-profit organization.

This year we are, again, offering two types of upgrades on a first-come basis as they are very limited.

- 1) Corner booth for an additional \$25 fee.
- 2) Electricity for an additional \$25 fee.

Please indicate in the appropriate space below if you are applying for these options.

The festival does NOT provide any type of tent or covering for the space provided.

Please complete the following information and mail it to:

**Ladysmith Day II, Inc.
P.O. Box 202
Ladysmith, VA 22501**

_____ I would like a corner booth for an additional \$25 (first-come basis)

_____ I would like electricity for an additional \$25 (first-come basis)

Business/Product Name: _____

Contact Person: _____

Address/City: _____

Telephone: _____ Email: _____

Signature: _____

Once your application is accepted you will be given further instructions as to logistics on the day of the event.

To avoid duplication of product, Ladysmith Day Festival does its best to make space available on a first-come basis. The festival will keep a list of applicants so if a vendor backs out 60 days before the event the second applicant will be contacted if interested.

There is a \$50 fee for returned checks.

All vendors need to be sure they have a Caroline County Business License. Please call the office of the Caroline County Commissioner of Revenue at 804-633-1086 or email commissioner@co.caroline.va.us for information and/or an application for a Caroline County Vendor License and information concerning Virginia Sales Tax.

All vendors must have their space in place and their vehicle clear of the exhibit area and parked in the designated area by 10:30 a.m. the day of the event.

Vendors are not allowed to tear down their space and leave the area prior to the closing time of 4 p.m. Vehicles are not allowed into the exhibit area until they are allowed to do so by event staff. This is a safety issue. Vendors who attempt to tear down their space prior to this time will not be invited back

All vendors must provide a Certificate of Liability Insurance or sign the Hold Harmless Agreement to participate. No exceptions!

ALL FOOD VENDORS must provide a Certificate of Liability Insurance with their application. DO NOT submit this application if you are applying to be a food vendor. Please email LadysmithDayVA@gmail.com for info regarding food vendors. ***(As of 2/14/18, ALL FOOD VENDOR SLOTS ARE FULL.)***

All Certificates of Liability Insurance must include the following language: "Additional Insured: Caroline County Agricultural Fair Association, Ann H. Tate, and Ladysmith Day II, Inc."

Ladysmith Day Festival is a rain or shine event and there are no refunds because of weather.

Be sure to sign the **INDEMNITY (HOLD HARMLESS) AGREEMENT** below and return with your application, necessary paperwork and check.

LadysmithDayVa@gmail.com

INDEMNITY (HOLD HARMLESS) AGREEMENT

The Exhibitor/Applicant will indemnify and save harmless Ladysmith Day Festival, the Ladysmith Day Committee and Ladysmith Day II, Inc., the Caroline County Agricultural Fair Association, and Ann H. Tate from and against any and all claims, damages, actions, judgments, decrees, penalties and/or personal injury, and/or damaged or lost property arising out of or from the use of the premises or any part thereof, or any other part of the Caroline County Agricultural Fair property, whether occasioned wholly or in part by any act or omission, or negligence, or any reason whatsoever of Exhibitor/Applicant, its sub-exhibitor, employees, promoters, agents, invitees, contractors, etc. The Exhibitor/Applicant also agrees to hold the Ladysmith Day committee, the Caroline County Agricultural Fair Association, and Ann H. Tate, harmless and not responsible whatsoever for loss, theft, burglary, robbery, damage, fire, etc. to any and all possessions, personal property, property of any kind, including but not limited to equipment, supplies, prizes, merchandise, exhibits, etc. of the Exhibitor/Applicant or any of its sub-exhibitors, employees, promoters, agents, guests, invitees, contractors, etc.

Exhibitor's Signature

Please Print Name

Address