

snodon V I L L A G E

Family **F** **U** **N** Day

Sponsored By



***Snodon Village's Family Fun Day will feature dance performances, music, kid's area, and various food and business/non-profit vendors. The event is family and health-focused.***

Exhibitor Space and Number Assignment: Space for vendors to exhibit is approximately 8' x 6' (see "Exhibitor Map") and includes the space only. Vendors are responsible for tables, chairs, tents, or other equipment needed. The space is located outside, on common area sidewalks. Final space assignments will be made 5 days prior to the event and will be e-mailed to the primary vendor contact. Please contact Audrey DiGiovanni at 404-946-3371 for special requests related to exhibitor space.

Set Up and Take Down: Vendors may set up tables beginning Saturday, November 20th at 8:30a.m. All tables and equipment must be removed from premises by 4:00 pm on the same day.

Parking: Parking will be available for vendors and attendees at Snodon Village and neighboring businesses. See "Exhibitor Map" for more information.

Door Prizes: Door prizes will be drawn throughout the event and exhibitors are encouraged to donate door prizes for added publicity. Please contact Audrey DiGiovanni at 404-946-3371 if you will be contributing a door prize.

Fees: The exhibitor fee is \$25 and is due with the exhibitor application/registration form.

Event Rules:

- Exhibitors may: market the line of business registered with Snodon Village; display, sell, and give away products/services; and gather mailing lists. Other activities must be approved by event management.
- All marketing materials must be in good taste and appropriate for families and children.
- Snodon Village reserves the right to limit participation by vendors based on competing lines of businesses and appropriate fit with event theme.
- Exhibitor/vendor spaces are available on a first-come, first-served basis. Snodon Village reserves the sole right to place exhibitors and vendors in any location Snodon Village deems appropriate. Please note any special requirements on your application.
- Please see "Policies and Regulations" for complete rules.

Inclement Weather Policy: In the event severe weather prevents vendors from exhibiting outside, Snodon Village will make alternate arrangements for exhibition. Alternate arrangements may include outdoor tents or locating in unoccupied office/retail space. Snodon Village reserves the right to choose alternate arrangements based on the weather and will communicate changes to registered vendors in a timely manner.



## Policies and Regulations for Snodon Village Family Fun Day

- 1) **AGREEMENT:** Space allotment will be provided upon submission of completed, signed registration agreement. Vendors/Exhibitors should submit \$25.00 to Snodon Village, the event host. Mail checks and registration form to Snodon Village, P.O. Box 547, Winder, GA 30680
- 2) **RESTRICTIONS:** Vendors/Exhibitors shall arrange space and exhibit display so as to not interfere or obstruct adjacent displays or spaces. Spaces will be assigned by event host, based on overall event concept. The event host reserves the right to determine space allotment and arrangements. No more than one vendor/exhibitor is permitted in any one space unless approved by event host. Said Space shall be used only to exhibit, demonstrate, distribute, and sell items provided by vendor/exhibitor.
- 3) **LIABILITY:** The vendor/exhibitor hereby expressly releases the event host from any and all liability from damage, injury, or loss to persons, goods or materials from any cause whatsoever, and further agrees to indemnify the event host against any and all claims of damage, injury, or loss arising from or in connection with the use of space, grounds, or display and/or sale of any merchandise. The event host will provide security personnel to monitor the event. Event host is not responsible for any loss or damage in the event of lapse or failure of mean of security.
- 4) **LOST OR STOLEN PROPERTY:** The vendor/exhibitor shall not at any time during the festival leave his/her space unattended. The event host shall not be responsible for loss, damage, theft or other consequence resulting from a space being left unattended.
- 5) **POLICY/REGULATION ENFORCEMENT:** Event host maintains at all times the full power to interpret and enforce all the policies and regulations contained herein, and shall have the right, at its sole discretion, to establish other polices/regulations and to make such changes as it deems necessary for orderly event conduct.
- 6) **EXHIBIT HOURS:** All exhibits must be in place and operational by 10:00 am, Saturday, November 20, 2010,, and remain open and operational until 2:00 pm that afternoon. All exhibit spaces must be staffed at all times during operational hours. Vendors/exhibitors agree to adhere to all policies and regulations outlined in this document, regarding setup, exhibit operations, and removal of exhibits within assigned spaces, in accordance with specified setup and takedown times.
- 7) **CANCELLATION:** Event host reserves the right at any time to cancel vendor/exhibitor agreement deemed to be out of compliance with policies and regulations outlined herein.

I have completely read and understand the event details, policies and regulations outlined in this document and I have provided accurate information in response. By signing below, I acknowledge that this completed vendor/Exhibitor Agreement form services as a binding agreement between the VENDOR/ EXHIBITOR and the Snodon Village as EVENT HOST. Pending final Approval by event host, this completed, signed registration agreement assures the VENDOR/EXHIBITOR one exhibition space in the Snodon Village Family Fun Day, Saturday, 20 November 2010 from 10:00am-2:00pm ET.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Line of Business/Product/Service



## Vendor Registration Form

Business or Organization:

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Primary Contact:

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Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Product/Services/ Information You Will Be Offering:

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Number of Spaces Requested:

\_\_\_\_\_ x \$25 = \_\_\_\_\_ Total Amount Due

*Please make checks payable to Snodon Village*

Are you willing to donate a door prize for attendee drawing? \_\_\_\_\_

Mail Vendor Registration Form, signed Policies and Regulations Form and check to:

Snodon Village

P.O. Box 547

Winder, GA 30680

For questions, please contact Audrey DiGiovanni at [audrey@snodonvillage.com](mailto:audrey@snodonvillage.com) or 404-946-3371.

Thank you for your participation.