



Pinetop-Lakeside Chamber of Commerce
High Mountain Beer & Music Fest
Saturday, June 23, 2018

26 April 2018

Dear Vendor,

Enclosed you will find the vendor application for the first ever Pinetop-Lakeside Chamber of Commerce High Mountain Music Fest being held at p.l.a.c.&s., 5475 Buck Springs Rd, Pinetop, AZ 85935. Entry into the event is \$10 for music only and \$30 for music and beer/spirits tasting tickets.

This venue does permit some foods, such as kettle corn, shaved ice, or other packaged treats, but does not permit main course fare, such as BBQ, hot dogs, hamburgers, and the like. The chamber provides canned beer and soft drinks and water are provided by the venue. No vendor requiring a generator will be permitted.

If we can assist you further or if you have any special requests, please send on a separate sheet of paper along with your application and we will do our best to accommodate you. If you have questions, phone (928) 367-4290. We look forward to receiving your application and having you as a part of our annual music and beer festival.

Sincerely,

Executive Director
Pinetop-Lakeside Chamber of Commerce



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CHECKLIST

- Completed application
- \$150 booth fee
- Completed indemnity agreement and/or insurance certificate
- Photo release



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APPLICATION

Vendor's Name _____

Business Name _____ AZ Sales Tax # _____
(8 digits; no letters)

Mailing Address _____

City _____ State _____ Zip _____

Daytime Phone () _____ Evening Phone () _____

Website _____ Email _____

Products you wish to sell: _____

Make money orders, cashier's or business/personal checks payable and mail to:

Pinetop-Lakeside Chamber of Commerce (MF2018), 518 W. White Mountain Blvd., Lakeside, AZ 85929

Credit Card Information: Visa Mastercard

_____ Expiration: ____/____ CVV: _____

Credit Card Billing Address (check here if same as above)

Name _____ Phone () _____

City _____ State _____ Zip _____

If I am accepted as a vendor at the Pinetop-Lakeside Chamber of Commerce High Mountain Beer & Music Fest, my booth fee payments will not be refunded to me should I need to cancel for any reason. I agree to abide by the conditions and requirements set forth in this packet and understand the event producer may deny my participation for any reason.

Applicant's Signature _____ Date _____



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RULES, STANDARDS, ELIGIBILITY & APPLICATION GUIDELINES

- Products for Sale** All products at booths must be for sale.
- Booth Fee** \$150 for a 12X12 space. Vendor must provide canopy.
- Payment** Credit cards (VISA or Mastercard only), money orders, cashier's check, or checks are accepted. Make payable to Pinetop-Lakeside Chamber of Commerce (MF2018).
- Cancellation & Refund Policy** Once a vendor has been confirmed, there will be no refund due to cancellation for any reason.
- Booth Assignments** The festival committee assigns vendor locations in the best interest of the event. The committee may reassign booths due to cancellations or no-shows. (No-shows are vendors who have not begun set up at their assigned space by 9:00 AM on Saturday, June 23)
- Booth Space** Booth dimensions are 12 feet X 12 feet. No chairs, tables, electrical power, or internet services are included. We encourage vendors to provide a professionally manufactured shade (tent or canopy) in good condition—it's June so it could be hot or it could be raining. Your booth will be on grass or ground—weights are required to anchor your tent to the festival grounds. **NO STAKING ALLOWED.**
- Check In** **Check-in:**
- Booth Hours** **Saturday, June 23, 9 AM**
- Booth Hours** **Saturday, June 23, 1 PM to 8 PM**
- Vendors must claim their assigned booth space no later than 9AM on Saturday or the booth and fee may be forfeited.
- Location** This event is held at p.l.a.c.&s., 5475 Buck Springs Rd, Pinetop, AZ 85935—rain, shine, or wind. We are in the mountains, be prepared for inclement weather.
- Loading and Unloading** A loading and unloading area is designated for your convenience. **Immediately after unloading, please move your vehicle to the designated parking lot.** Vehicles are subject to towing if not in proper parking area or blocking entrance/exit.
- Parking**



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- Code of Conduct** Any vendor or member of their family who is involved in any verbal or physical altercation will be asked to remove themselves and their products from the event grounds immediately and will not be permitted to return. No refunds will be issued.
- License, Sales Tax and Town Permit** Vendors must collect, report, and pay appropriate taxes for all items sold at the festival—if applicable. Each exhibitor is responsible for registering with the State of Arizona Revenue Department. Phone (480) 545-3500 and ask for a license compliance officer. Visit www.revenue.state.az.us if you have any questions or call (602) 255-2060.
- Security and Waiver** Vendors are responsible for their products, booth, and liability insurance during the event. Security is not provided. No illicit drugs or firearms are allowed on the event grounds.



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THIS IS AN IMPORTANT LEGAL DOCUMENT YOU MUST SIGN AND RETURN
RELEASE AND INDEMNITY AGREEMENT

_____ (your name), hereinafter "Applicant" agrees to indemnify and hold harmless the Pinetop-Lakeside Chamber of Commerce and Pinetop Lakes Activity & Equestrian Center, hereinafter "Chamber" and "PLAC&S" for any and all claims or lawsuits for personal injuries, wrongful death, or property damage arising from the acts or omissions of Applicant, which is related to Applicant's sale of products or services or Applicant's booth or exhibit area at the Pinetop-Lakeside Chamber of Commerce High Mountain Beer & Music Fest, hereinafter "Festival." Applicant shall be solely responsible for providing products liability insurance, completed operations insurance, or other liability insurance that will provide coverage for the acts or omissions of Applicant or for Applicant's activities at the Festival. In the event Applicant chooses not to purchase such liability insurance, Applicant understands Applicant shall be corporately and individually responsible for holding harmless Chamber and PLAC&S and for defending any lawsuits or claims made by insured persons. Applicant's indemnification of Chamber and PLAC&S shall include all costs of defense including reasonable attorney fees, expert witness fees, travel, food, and lodging expenses related to the defense and other costs actually incurred by Chamber and Orchard in defending such claims and lawsuits. In the event Applicant has liability insurance, Applicant agrees to add Chamber and PLAC&S as additional named insureds for this event only.

Applicant further agrees and promises Applicant will be solely responsible for the payment of all taxes, workman's compensation benefits and other taxes, fees, etc., relating to Applicant's sale of products and services and will hold Chamber and PLAC&S harmless for any and all such taxes, fees, or benefits.

Further, Applicant agrees it will abide by all federal, state, and local laws and ordinances related to its use of the booth or exhibit area during the Festival. Applicant further states it will defend and hold Chamber and PLAC&S harmless for any violation of law relating to Applicant's activities or Applicant's use of the booth or exhibit area.

Likewise, Chamber and PLAC&S agrees to indemnify and hold Applicant harmless for any and all claims or



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lawsuits for personal injuries, wrongful death, or property damage arising from the acts or omissions of Chamber and PLAC&S. Further, Chamber and PLAC&S provides insurance coverage for losses that occur in the common areas of the Festival. While Chamber accepts primary responsibility for the common areas, Applicant has the sole responsibility for Applicant's booth or exhibit area where Applicant's customers stand to purchase or view Applicant's products and services.

In the event Applicant is a corporation, both the president and secretary of the corporation must sign this document. In addition, in the event Applicant is a corporation, two major shareholders of the corporation must also sign and guarantee this release and indemnity.

Dated this _____ day of _____ 201__.

Applicant's Signature: _____ Date: _____

President's Signature: _____ Date: _____

Secretary's Signature: _____ Date: _____

If Applicant is a corporation, I, individually and personally, agree to guarantee the performance of Applicant

Guarantor's Signature: _____ Date: _____

Guarantor's Signature: _____ Date: _____



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PHOTO/VIDEO RELEASE

Please sign to grant permission for you and/or your artwork to be photographed by Pinetop-Lakeside Chamber of Commerce.

I authorize photographers for the Pinetop-Lakeside Chamber of Commerce to take photographs of me or videotape me and/or my products during the High Mountain Beer & Music Fest for any purpose the Chamber, a non-profit corporation, deems necessary and appropriate for use in its publicity, publications, promotion, and/or advertising, with or without individual name(s), and for the Chamber to copyright these photographs or videotapes if it so desires.

I am the vendor (or a representative of the vendor), of legal age, and have the right to enter into a contract in this matter. I have read the authorization and release, and understand its contents.

Signature _____ Date _____