

THE PORT BYRON GREAT RIVER TUG FEST, INC.

CRAFTER APPLICATION

AUGUST 10 - 12, 2017



The Port Byron Tug Fest Committee invites you to participate in our annual Great River Tug Fest. This year promises to be very exciting with fireworks on Friday night, the Great River Tug on Saturday afternoon, and live entertainment throughout the weekend.

Thank you in advance for reading everything both carefully and completely. This document will answer most of the questions that would otherwise come up at the last minute.

- **Craft Fair times:**
 - Friday August 11th 3PM till dusk (setup 11-2PM)
 - Saturday August 12th 9AM – 4PM (setup 8-9AM)
- **Location:** Main Street, Port Byron, IL
- **Cost:** \$50 per booth (electricity provided if needed for an additional \$20)

REQUIREMENTS:

APPLICATION: The application on page 2 must be filled out completely and mailed to the address listed. The application deadline is **July 8th, 2017**.

PICTURES OF CRAFT ITEMS AND/OR DISPLAY: This is to ensure only approved items are sold. We do not allow flea market items, T-shirts, hats, or koozies to be sold by crafters.

CHECK: We must receive a check for the full amount. The booth fee is only \$50 (12'x12') and electricity is provided for an additional \$20. See below for more information.

SALES TAX: Sales Tax needs to be collected and paid (6.25% in Port Byron as of Feb 1st, 2011). Collection is the responsibility of the crafter.

HOLD HARMLESS AGREEMENT: Sign and return the enclosed Hold Harmless Agreement with your application.

ADDITIONAL INFORMATION:

- Electricity is available at an additional cost of \$20 per booth. We have a 110 volt-20 amp service. It is the crafter's responsibility to be G.F.I. protected and to have matching plugs to our receptacles. Please be sure to bring plenty of your own cords.
- There will be minimal security provided overnight on Friday. Please plan accordingly.
- There will be no crafter parking behind booths. Parking passes will be provided for a set location close by.
- No refunds are given if the vendor chooses to depart earlier than the end time.
- If you tear down early, you will need permission from a Tug Fest committee member to bring your vehicle on to Main Street. This is for the safety of everyone.
- All crafters will be on a first come, first serve basis. Booths with electricity may be limited, so send in your application early.
- No flea market items, T-shirts, hats, or koozies. **Craft items only.**

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DEADLINE:

- All requirements and paperwork will need to be in by **July 8th, 2017**.
- Detailed information for each requirement is on the first page. If we do not receive everything by this date, we cannot guarantee a place for you. Confirmation will be sent by email 2 weeks after received. If not approved, your check will be returned.
- Below is a list of everything you must have completed and sent before you will be granted a spot.
 - **Application**
 - **Pictures of craft items and/or display**
 - **Check for the full amount, including any electricity required**
 - **Hold Harmless agreement signed**

KEEP A COPY OF ALL INFORMATION FOR YOURSELF. PLEASE SEND IN ALL INFORMATION AND REQUIREMENTS WITH YOUR APPLICATION

THE PORT BYRON GREAT RIVER TUG FEST, INC.

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BUSINESS NAME		PHONE	
CONTACT NAME		EMAIL	
STREET ADDRESS			
CITY		STATE	ZIP
TYPE OF CRAFT			
NUMBER OF BOOTH SPACES REQUESTED	FEE ENCLOSED	ELECTRICITY REQUIRED? (CIRCLE)	YES NO

Please keep a copy of all information for yourself. If you have any questions, please contact Tammy Knapp by email at crafters@tugfest.org, or by phone at (309) 523-2500. You can also visit our website at tugfest.org.

PLEASE MAKE CHECKS CAN BE MADE PAYABLE TO **THE PORT BYRON GREAT RIVER TUG FEST.**

Mail To: Great River Tug Fest - Crafts
PO Box 511
Port Byron, IL 61275

Authorized Signature:	Date:
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Village of Port Byron

Municipal Building

120 S. Main Port Byron, Illinois 61275

Phone (309) 523-3705

HOLD HARMLESS AGREEMENT

This AGREEMENT made and entered into by and between the

VILLAGE OF PORT BYRON, ILLINOIS, a Municipality,

THE PORT BYRON GREAT RIVER TUG FEST and

(Business Name) _____.

WITNESSETH:

In consideration of your permitting us, our servants, our agents, employees and representatives from time to time to enter upon or to place or maintain equipment upon premises owned or controlled by you for the purposes of providing services pertaining to the current year's **Port Byron Great River Tug Festival**, we agree to indemnify and hold harmless the VILLAGE OF PORT BYRON, ILLINOIS, and its agents and employees and representatives from and against all claims for personal injury or property damage, including claims against the VILLAGE OF PORT BYRON, its agents, representatives or employees, for all losses or expenses, including attorney fees that may be incurred by the VILLAGE OF PORT BYRON, in defending such claims arising out of or resulting from the performance of the work or services rendered caused in whole or in part by any act, negligent or otherwise, or omission of the undersigned or anyone directly or indirectly employed by the undersigned, or anyone for whose acts, any of them may be liable.

The indemnification obligation stated herein shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the undersigned, under Workers' Compensation Acts, Disability Acts, or other Employee Benefit Acts.

DATED this _____ day of _____, 20____.

SIGNED: _____