



**Central Aroostook Chamber of Commerce**  
 3 Houlton Road  
 Presque Isle, ME 04769  
 Telephone: (207) 764-6561  
 Fax: (207) 764-1583  
 Email: info@centralaroostookchamber.com

**Crown of Maine Balloon Fest**  
 August 25-28, 2011 at the Northern Maine Fair Grounds  
 Presque Isle, Maine

**Vendor Application Deadline August 15, 2011**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_  
(Email address is for Crown of Maine Balloon Fest use only)

Will participate: Friday> Evening \_\_\_\_\_ Saturday> \_\_\_\_\_ Sunday>Day \_\_\_\_\_  
(5-9p) (11a-9p) (10a-3p)

Will need: Water \_\_\_\_\_ Electricity \_\_\_\_\_

Please describe your products and what you will be promoting: \_\_\_\_\_

**Please list any special requests:**

Space needed: Outside (if trailer indicate length) \_\_\_\_\_

Note: Any trailers must be set up earlier than scheduled start. Set up time, if required, will be sent one (1) week prior to event.

- Fees: \$20.00 – For Flea Market space  
 \$40.00 – For secure space inside Exhibition Building  
 \$100.00 - For space and utilities at the end of the Parking Lot  
 \$50.00 – For space near race track with utilities  
 Add \$ 10.00 to Registration fees for registration or payment after August 15, 2011

Payment must be received prior to August 15, 2011.

(over)

**All fees must be submitted with application. Read the terms & conditions on this page carefully and sign the acceptance of waiver, before returning your application.**

## **VENDOR TERMS & CONDITIONS**

**SPACE INFORMATION:** Each booth will be clearly marked with the name of company or group. The booth fee is for the space only. All vendors are required to bring their own canopies, tables, chairs, etc. The Crown of Maine Balloon Fest (COMBF) does not take any commission from sales (unless otherwise negotiated). Payment must be submitted with the application. Electricity and water can be ordered. Your placement will be restricted to the area that electricity and water are available. No refunds will be provided for cancellations received after August 19, 2011. The Crown of Maine Balloon Fest assesses a \$30 fee for returned checks.

Overnight security will not be provided at the event site; risk for theft or losses are the assumption of the vendor. The Crown of Maine Balloon Fest has the right to prohibit and/or evict (without refund or assumption of liability for lost sales or expenses) any presentation or person who is in any manner deemed offensive or unprofessional. Vendors must provide their own display and must conform to the assigned space. The vendor will be held liable in the event that their display causes damage to the display or work of another vendor or event site property or if anyone is injured due to your negligence.

**SELECTION:** Space indoors is limited. Selections are made based on date received, duplication of items, and past participation in our event. Applications and payment must be received in the Central Aroostook Chamber of Commerce office by the deadline date of Monday, August 15, 2011. Any applications received after that date will be charged an escalation fee as noted on page 1 of this application. The COMBF Committee will review applications as they are received and notify you of your acceptance or non-acceptance, in a timely manner. If not accepted, all materials and fees will be returned promptly.

**NO REFUNDS!** Every effort will be made to accommodate special requests and are not guaranteed. All placement decisions are final. NO NEGOTIATIONS!

**SET-UP:** Friday, August 26 at 1:00 – 4:00 p.m. If you set up in the wrong area/location, you will be asked to move. Please drop your booth equipment and merchandise off at your booth space and immediately move your vehicle to the parking area. If your vehicle is integral to your set-up please mention it in “Special Request” part of the application. Your set-up time, if required, will be sent one (1) week before the event.

**TEAR DOWN:** All vendors agree to participate for the entire portion of the event for which they have signed up. Vendors may not bring vehicles onto the grounds until the approved times. All vendors are responsible to clean up and bag your own trash. A \$50 cleaning fee will be charged to any vendor who leaves trash behind, and the possibility of being declined as a future vendor in the Crown of Maine Balloon Fest. At the conclusion of the festival, all vendors are required to be completely torn down and off the Fairgrounds by 3pm on Monday, August 29, 2011.

**HOLD HARMLESS:** This event is held rain or shine and no space fees or vendor expenses will be refunded should an emergency of any nature arise prior to the opening time or during the event that would prevent or cancel its production. In consideration for being allowed to attend and participate in the Crown of Maine Balloon Fest, August 25-28, 2011, vendor agrees to protect, defend and hold harmless the Crown of Maine Balloon Fest or the Central Aroostook Chamber of Commerce, and their respective elective or appointed boards, officers, agents, volunteers, and contract employees from any and all claims, liabilities, expenses, or damages of any nature, including reasonable attorney’s fees, to the extent such claims, liabilities, expenses, or damages arise out of the participation by the vendor, its agents, officers, employees, subcontractors, or independent contractors, at the festival.

**WAIVER:** I have read and fully understand the Terms & Conditions on this application. In consideration for being allowed to attend and participate in the Crown of Maine Balloon Fest, August 25-28, 2011, I agree to abide by these terms and conditions, as outlined above.

**APPLICANTS MUST SIGN, SIGNIFYING ACCEPTANCE OF WAIVER.**

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Mail application and make Check Payable to:

Central Aroostook Chamber of Commerce, 3 Houlton Rd, Presque Isle, ME 04769