



**Ziraleet LLC.** | Elite Event Planning  
[info@ziraleet.com](mailto:info@ziraleet.com) | [www.ziraleet.com](http://www.ziraleet.com)

**Fall Festival '09 Booth Application**

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Name of Business: \_\_\_\_\_

Name of Artisan/Operator: \_\_\_\_\_

Address: Street/Box \_\_\_\_\_

Town/City \_\_\_\_\_ State \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Website address: \_\_\_\_\_

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

Description of Products Being Sold or Services provided: (attach photos if available)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signed agreement and payment must be received by September 30th, 2009 to ensure space is available.**

**Booths include 12x12 marked off space for you to set up your own wares, tables and tents.**

**Number of booth spaces needed: \_\_\_\_\_ (\$50.00 per 12' x 12' outdoor space)**

**Number of booth spaces needed: \_\_\_\_\_ (\$75.00 per 12' x 12' indoor space)\***

**\*Indoor availability is limited and not guaranteed to everyone who requests it. Check with Darlene Wyant before submitting an application for indoor space.**

**If your booth is under the canopy of your RV, specify amount of space needed to park RV:**

\_\_\_\_\_

**If your booth is under a tent or canopy, specify size of tent: \_\_\_\_\_ or canopy:**

\_\_\_\_\_

Are you a Not for Profit business holding a 501(c) (3) applying for free booth space. \_\_\_\_\_ Yes  
\_\_\_\_\_ No

Number of attendees\* for your booth \_\_\_\_\_ (if over 2 add \$5 per additional badge required)

**\*All attendees MUST wear a badge at all times for admission to the festival grounds and for identification purposes. If you have more than 2 attendees for your booth add \$5 per additional badge required.**

**Do you have any special needs or special requests that have not been addressed elsewhere? If so, please explain:**

Number of Outdoor Booth Spaces \_\_\_\_\_ x \$50      Number of Indoor Booth Spaces \_\_\_\_\_ x \$75

Number of Additional Badges (over 2) \_\_\_\_\_ x \$5

Total Due: \_\_\_\_\_

**Vendors are requested to donate an item to the Festival as a Door Prize or as part of the Treasure Chest. You will be recognized and your booth promoted from the Music Stage for your contribution. Bring item to Registration Tent upon arrival. Please indicate what you will be contributing:**

\_\_\_\_\_

**By signing below, I acknowledge having read the attached TERMS AND CONDITIONS FOR BOOTH RENTAL, VENDORS AND EXHIBITORS and I understand and agree to be bound by the provisions of this agreement which shall become binding upon acceptance by Ziraleet, LLC.**

\_\_\_\_\_  
Signature of Vendor/Exhibitor

\_\_\_\_\_  
Vendor/Exhibitor Printed Name

**ACCEPTED BY Ziraleet, LLC AND THE FESTIVAL:**

\_\_\_\_\_  
Signature of Ziraleet, LLC/Festival Agent

\_\_\_\_\_  
Date

Make check payable to "Ziraleet, LLC"  
Mail to: P.O. Box 2195, Buford, GA 30515

Artisan Booth Contact Info:

Darlene Wyant  
Phone: 770-904-0748  
Email: [darlene@ziraleet.com](mailto:darlene@ziraleet.com)  
Website: [www.ziraleet.com](http://www.ziraleet.com)

Venue Site: [www.ranchoalegrefarm.com](http://www.ranchoalegrefarm.com)

**Rancho Alegre Fall Festival '09**  
**presented by Ziraleet Event Planning**  
**October 24, 2009**

**Artisan Booth Guidelines**

**Exhibitor's space** is approximately 12'x 12'.

**Overnight security is not provided.**

Parking facilities are nearby. Bring your own tables, chairs, tents and anything else you need to exhibit and sell your work.

**Set up is available from 2-4pm on Friday October 23, 2009 by REQUEST ONLY.**

**Set up is available from 6-9am on Saturday October 24, 2009.**

**Festival Hours:**

Saturday 10:00am-5:00pm

Please leave your space clean and clear.

You are responsible for the security of your property and that of others in your care. Rancho Alegre and Ziraleet, LLC are not responsible for any items lost, stolen or damaged at the festival.

The booth fee includes admission for vendor/exhibitor staff only. Additional people sharing the booth must have their own festival badges. Please have a copy of your contract with you when you come to the festival as you will need it to have access to the site to set up your booth.

If you need to cancel your contract with the Rancho Alegre Fall Festival, please contact Ziraleet, LLC in writing no later than October 1<sup>st</sup>, 2009. Fees are not refundable after that date.

**Send your application/fee by September 30<sup>th</sup>, 2009 to:**

**Ziraleet, LLC**  
**P.O. Box 2195**  
**Buford, GA 30515**

(Any promotional material/info sent by September 30th may be included in the festival program)  
For more information call Darlene at 770-904-0748, or email [darlene@ziraleet.com](mailto:darlene@ziraleet.com).

***Ziraleet, LLC. /Rancho Alegre Fall Festival***

**SPECIAL INFORMATION FOR VENDORS AND EXHIBITORS**

Set-up Saturday morning will begin at 7:00 a.m. or earlier by advance request. Set-up time and space requirements will determine the location of the booth. All vehicles must be removed from the festival site by 10:30 a.m. Saturday. Space assignment & parking directions are provided at check-in. Each exhibitor supplies complete booth. Tables are to be covered. Please let us know your needs for anchoring canopies. Damages to festival site caused by exhibitor will be the responsibility of the exhibitor.

Take down: As a courtesy to all vendors/exhibitors, booths are to remain in place until the end of the Festival on Saturday. Booth & vehicle(s) are to be removed from festival site within 4 hours of the close of the Festival on Saturday unless additional time is requested prior to the event.

Criteria for acceptance: *Photos of products are requested to be submitted with new applications.* All business owners may display only products from your business. No used articles such as “swap meet” items.

Exhibitor Responsibilities: Compliance with applicable state or federal laws is the responsibility of the exhibitor (ie. collection of sales tax).

Submission of an application is an implied agreement to abide by the rules set forth herein. NO rain date, NO refund in case of rain; and festival sponsor is NOT RESPONSIBLE for accidents, damages or other loss incurred by exhibitor.

Food Concessions: Concessions are expected to provide a quality product in compliance with Georgia Health Department regulations. The Booth area is to be maintained in a clean safe condition at all times. Damage to festival site, including stains, will be the responsibility of the exhibitor. Food Vendors are required to submit paperwork noting compliance with Georgia Health Department Regulations. Rancho Alegre Fall Festival organizers require any and all food booths that cook food at the festival site be inspected and follow the health department guidelines, including non-profit organizations.

NO ALCOHOLIC BEVERAGES and/or DRUGS and DRUG PARAPHERNALIA at any time at any Festival sites.

Special Needs: *Indicate on the application as to your need for water, electricity, parking for product re-supply, and all other needs\**. Exhibitors are to supply their own extension cords. \*Additional fees may apply, to be discussed after request is submitted.

## **TERMS AND CONDITIONS FOR BOOTH RENTAL, VENDORS AND EXHIBITORS**

1. For the purposes of this document: the Rancho Alegre Festival is referred to as "Festival;" Ziraleet Event Planning, LLC. is referred to as "Ziraleet;" all Booth Renters, Vendors and Exhibitors are referred to as "Participant" and the context shall indicate which is intended.

2. Ziraleet retains the absolute right to accept or refuse the involvement of any Participant in the Festival. Ziraleet also retains the absolute right to exclude any products or materials from being displayed or offered for sale at the Festival if, in the discretion of Ziraleet, such products or material are not in keeping with the family atmosphere of the Festival.

3. Ziraleet does not and cannot guarantee the numbers of persons who will attend the Festival or the number of Participants who will be involved in the Festival. Any indication of the anticipated size of the attendees or the number of Participants is merely a good faith estimate and Ziraleet shall not be bound by any such estimate.

4. Ziraleet does not and cannot guarantee whether any Participant will realize any revenue or profit from involvement in the Festival and makes no representation of any kind regarding financial results for any Participant.

5. Participant waives and releases Ziraleet and Festival (including without limitation the officers, directors, agents, volunteers and employees of Ziraleet and Festival) from any and all claims whatsoever (including without limitation financial loss, personal injury, property damage, and all other types of costs and expenses, such as, for example, court costs and attorney fees) regarding in any way the involvement of Participant in the Festival. Participant further holds harmless and agrees to indemnify and defend Ziraleet and Festival (including without limitation the officers, directors, agents, volunteers and employees of Ziraleet and Festival) from any and all claims whatsoever from attendees or others who may suffer any loss, injury or harm in any way related to the Festival and who thereafter assert any kind of claim whatsoever against Ziraleet and Festival (including without limitation financial loss, personal injury, property damage, and all other types of costs and expenses, such as, for example, court costs and attorney fees).

7. Displays are to be contained within the area of the exhibit booth, without projections that will disturb other Participants or the flow of traffic.

8. Participants are expected to conduct their business within the confines of their booth space. Advertising and/or solicitation by persons not holding booth space is prohibited.

9. Use of hazardous materials, electricity and flammable materials must conform to all local and state regulations.

Firearms and other weaponry must be non-operable, with firing pin removed and trigger locks installed, or other safety precautions to insure the safety of others. No live ammunition, powder, or primers will be allowed in any or all Festival venue areas.

10. Participant must control the noise level of demonstrations and must not engage in activity that interferes with other Participants. If your booth activity in the Festival area interferes with other Participants, we will request that you cease the offending activity immediately. Festival staff reserves the right to limit the noise level or activity of any booth, and the right to remove a Participant for noncompliance.

11. Participant shall comply with all local, county, state, and federal police, fire, health, and public safety laws, ordinance, and regulations applicable to the exhibit covered by this agreement, including but not limited to rules adopted by the Festival.

12. If Ziraleet determines that fire, flood, weather, strikes, civil disorder, war, or other circumstances beyond its control make it impossible or inadvisable to carry on the Festival event with due regard for the safety and welfare of Exhibitors and visitors, then this contract will, at the election of Ziraleet, become void and terminated. Ziraleet will not refund the rents paid by the Exhibitor and the Exhibitor waives all claims for damages or compensation as a result of such a termination.

13. Participant may conduct raffles and/or prize drawings provided advance authorizations are obtained from Festival operators. Participant assumes all liability as to the proper awarding of prizes to the recipient(s) and agrees to abide by any and all local, state, and federal regulations regarding the operations of a raffle. All Prizes must be awarded by Festival close and recipient must be present to win.

14. Participant accepts these terms and conditions and agrees to be bound by them. Participant also understands that supplemental rules and regulations may be added for logistics of the Festival at any time, with the overall objective being to have a positive experience for attendees and for Participants. Participant agrees to accept and abide by such supplemental rules and regulations as may, in the good faith discretion of Ziraleet and the Festival, be necessary or expedient to promote such a positive experience for all involved.

15. This document is the entire agreement of the parties and supersedes and replaces any and all previous agreements, written or oral. All matters and questions not specifically addressed in this document shall be decided in the discretion of Ziraleet and the Festival organizers. If any part hereof shall be declared invalid or unenforceable, the remainder of the provisions shall continue in full force and effect. This document shall be interpreted under the laws of the State of Georgia.

16. By signing on Page 1, Participant represents and warrants that the signer has read, understands and agrees to be bound by the provisions hereof, and that the signer is authorized to enter into this agreement, which shall become binding only upon acceptance by Ziraleet. A photocopy or fax copy of this agreement, once signed, shall have the same force and effect as the original.

*Payment by check or Money Order to:*

Ziraleet, LLC

P.O. Box 2195, Buford, GA 30515

Questions? Call 770-904-0748