



2018 - Scarecrow Festival - October 6

Vendor Registration \$25

10' x 10' space provided during this event behind Centennial Park

Thank you for your interest in being a vendor for the annual Scarecrow Festival. The Festival starts at **10:00am and runs until 4:00pm**. You are welcome to **set up starting at 9:00am** the day of the event. The Festival includes Trick-or-Treating. If you'd like to participate, please provide candy or something to pass out. Craft and food vendors are welcome. Food vendors (including home-based vendors) shall comply with applicable State and County health regulations.

Name: _____

Business Name: _____

Address: _____

Email: _____ Phone: _____

Facebook page: _____ for promotional purposes)

Amount Due: _____ (Make checks payable to the Oxford DDA. Return form to the Oxford DDA at 22 W. Burdick Street)

Vendor Signature, date

Oxford DDA/Main Street Director

The Oxford DDA is dedicated to the promotion, development, and historic preservation of downtown Oxford

**OXFORD DDA | 22 W. BURDICK ST., OXFORD, MI 48371 | DDA@THEVILLAGEOFXFORD.ORG
248-770-8587 | WWW.DOWNTOWNOXFORD.ORG**

1. This is a rain, shine, wind, hail, snow...all weather event. NO REFUNDS WILL BE ISSUED.
2. All vendor space that is not occupied one hour prior to event opening will be subject to forfeit.
3. All vendors must be open and ready for business at the opening of the event 10:00 a.m.
4. Vendors may park adjacent to the vendor area to unload.
5. All vendor vehicles must be moved to the designated vendor parking area after unloading.
6. Each vendor is responsible for their own liability insurance. Any and all claims must be waived and vendors release all rights and claims for damages against the Scarecrow Festival, Oxford DDA or the Village of Oxford its agents, members, volunteers, representatives, successors and assigns for any injuries suffered at this event, or which may arise from traveling, participating or returning from this event.
7. Vendors must be compliant with any and all requirements of the State of Michigan and local municipalities.
8. Collection of Michigan State Sales Tax is the sole responsibility of the vendor.
9. That any and all property of the vendor is the sole responsibility of the vendor while on the premises even during loading and unloading including loss, theft, or damage to any goods, personal property or injury to persons or property within the area of the booth leased to the exhibitor. This includes security in the vendors booth including keeping the booth area free of debris, obstructions or other hazards that might result in injury to the public.
10. To grant permission to Oxford DDA to use images of their goods and their name on the web site and other marketing materials for promotional purposes of this event.
11. To vacate the booth area clean of all trash. Excessive trash or items left behind in a vendor area will be subject to an additional charge (\$10 for every 5 minutes) for custodial fees. This includes no defacing, damaging or moving items in booth space. Vendor will pay for any damage or injury done to the facility and surrounding area.
12. Vendor will remain and not begin dismantling the booth until the designated time on application.
13. Vendor will not sublet or share a space with anyone other than the business on original application.
14. All outdoor booths using canopies must have them securely staked or weighted.
15. Oxford DDA reserves the right to remove any offensive products, material or persons.
16. Oxford DDA reserves the right to change or add-to the rules and regulations as required.
17. All vendors must supply their own tables, chairs, and canopies as needed.
18. Selling of any alcoholic beverages is strictly prohibited.
19. Oxford DDA is not responsible for the weather, volume of sales, volume of attendance, acts of God or any other universal force hereby not described within.
20. The Scarecrow Festival is a community supporting event, therefore all vendor fees are nonrefundable.

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