

HOLD HARMLESS AGREEMENT

The conduct of the exhibit in my assigned area, as well as the security of those items brought to my assigned space, or any other space, is entirely my responsibility. I understand that the role of the Edgebrook is to provide exhibit space and to attract customers to the Edgebrook Event. I will not hold Edgebrook responsible for any loss, personal injury, or damage to my property or my persons or to anyone else or their property. Also, I agree to the following regulations and understand that violation of any of these regulations may mean the immediate forfeiture of my privilege of exhibiting and/or selling my work without refund of my fee or recourse against Edgebrook. Further, I recognize the right of Edgebrook or its designee to enforce these regulations, and be the final arbitrator of any disputes or questions.

Display Times

Exhibitors are required to have their works displayed during all of the scheduled exhibition hours of the Event. Vendors must be completely set up each day, by the event's opening time.

Exhibitor's Work

Exhibitors will only show work in the medium for which they were juried and will show only work that is representative of the type which they submitted with their application.

Restrictions

Conducting a raffle or drawing, hawking of goods, placing advertising outside booth space, or collecting or soliciting money or pledges from any cause.

Booths

Booth assignments are the exclusive right of the Event Coordinator and may be changed at his/her discretion. Items must be at all times kept within the assigned booth space. Booth space use and display must not create any hazard or safety risk. Exhibitor's booth space and the immediate areas around it must be kept clean and left clean following the end of the Event. Event staff shall have the authority to adjust booths for the visual benefit of the entire Event.

Use of Name

Edgebrook has the permission to use the name of the exhibitor and slides/photos depicting the work of the exhibitor for the purposes of promotion and advertising.

Exhibitors are solely responsible for charging tax and must report all tax information to the IRS.

Signature

Date

Edgebrook
c/o Andrea Mandala
Events Coordinator
1639 N. Alpine Road
Rockford IL 61107



CIDER 
CINNAMON
ARTS & CRAFTS FAIR

October
1st & 2nd
Saturday
10:00am-5:00pm
&
Sunday
10:00am-4:00pm

It's time to start thinking about plans for this fall. As coordinator of the **37th Annual Cider & Cinnamon Arts & Crafts Fair**, I would like to extend an invitation for your participation. Cider & Cinnamon will be held on Saturday, October 1st 10am-5pm and Sunday, October 2nd 10am-4pm, 2011 at Edgebrook 1601 N. Alpine Rd. in Rockford, IL 61107.

Please return the registration form below along with your *registration fee of \$100 for an approximate 10' X 10' booth space (sizes will vary a little but you will have the same amount of space as everyone else). For **new** vendors, please include photos representative of your work. These photos will be returned to you and may be used for advertising purposes - by sending them, you are permitting their use. Your reservation will be made upon receipt of your registration fee.

**Non-refundable (exceptions: with 10 day prior notice or in case of an emergency)

Registrations must be returned by August 22nd, 2011.

If, however, for some reason your work is not accepted, your entry fee and photos will be returned to you immediately.

Exhibitors should plan to arrange and tend their own display areas. Demonstrations are encouraged & welcome.

Edgebrook will not be liable for loss or damage to any exhibitor's work during the event. You are required to sign the "Hold Harmless Agreement" located on the back of the Registration Form and return it with your check. Also, please include a Certificate of Insurance with "Edgebrook Limited Partnership" listed as an "Additional Insured" OR an additional \$20.00 processing fee to be included on the Edgebrook policy.

You will be notified by email or mail that your entry was received. Expect to receive your booth number and location one week prior to the event. Your canceled check will serve as a receipt for your booth space. If you have any questions feel free to contact me at any time.

amandala@orputcompanies.com
815 398-8957 (direct)
815 218-8476 (cell)

**PLEASE MAKE CHECKS PAYABLE TO:
EDGEBROOK**

Return:

- 1) Registration Form
- 2) Space Fee
- 3) Hold Harmless Agreement
- 4) Certificate of Insurance (OR Certificate of Insurance fee) to:

**Edgebrook
ATTN: Andrea Mandala
Events Coordinator
1639 N. Alpine Road
Rockford, IL 61107**

2011 CIDER & CINNAMON REGISTRATION

Name_____

Email_____

Phone_____

Address_____

City_____

State_____ Zip_____

List your art/craft_____

Do you have a tent?_____

Do you need electrical?_____

Please write comments/concerns below: