



# WESTOVER DAY 2024

**WHEN:** Saturday, May 4, 2024  
10:00 a.m. – 2:00 p.m.

**WHERE:** The Church at Chelsea Westover  
9474 County Road 55  
Harpersville, AL 35078

## VENDOR REGISTRATION

**APPLICATION TYPE:**

Food Vendor: \_\_\_\_\_ B. Arts & Craft Vendor: \_\_\_\_\_ C. Other: \_\_\_\_\_

**COMPANY NAME:** \_\_\_\_\_ **CONTACT:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **email Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Product Description:** \_\_\_\_\_

**\*FOOD VENDOR PERMIT #/EXPIRATION DATE:** \_\_\_\_\_

### **NOTE TO VENDORS:**

*Vendor set-up will start at 8:00 a.m. and end at 9:30 a.m.*

*Participation is at your own risk.*

*Application is fillable online.*

*Permit # requirement does not apply to bake sale/style items/sprouts, Arts/Crafts.*

*Please read and sign Vendor Participation Agreement to submit with your application.*

*All applications must be received by **April 28, 2024.***

## GENERAL TERMS OF VENDOR PARTICIPATION AGREEMENT

All Applications must be received by **April 28, 2024** at 5:00 p.m.

- There will be NO Vendor or License Fee for booth rental space.
- Vendor shall be responsible for set-up and removal of their own equipment, fixtures and other property. Electricity will NOT be provided. Set-up shall begin at 8:00 a.m. and end at 9:30 a.m.
- Food vendors must list and sell only items listed on the application.
- Vendor shall occupy only the assigned space which is 18 feet X 18 feet.
- Vendors shall have adequate protection for inclement weather, the sun and heat. Vendor shall be prepared to continue vending from the allocated space in the event of rain. Bring appropriate coverage. If weather becomes too inclement to operate vending booths. **The City of Westover will be responsible for making final determination of outdoor operations.**
- Vendor shall provide adequate personnel for the operating hours of the event which are 10:00 a.m. to 2:00 p.m.
- Vendor may not sell or consume alcoholic beverages and must sell family-oriented merchandise. ***Any violation of these rules will result in immediate removal of Vendor.***
- Vendor shall comply with all laws, ordinances, rules and regulation of any lawful authority, agency, or government entity which apply to the use of its vending unit requirements, including without limitation, any applicable fire and building code of the City of Westover, and health regulation of the Shelby County Health Department.
- Vendor agrees to indemnify and hold harmless the City of Westover and The Church at Chelsea Westover, their officers, directors, representatives, employees, and agents for all penalties, fines, costs, expenses, damages, from the participating vendor's failure to comply with such laws.
- Vendor shall maintain allocated space and vending unit in a neat, safe, and orderly condition during the event.
- Vendor shall furnish trash containers and bags and shall bag all garbage on a regular basis during the event. At the conclusion, vendor must remove garbage, and equipment from the allocated vending space.
- Vendor agrees that the City of Westover and The Church at Chelsea Westover, their officers, directors, representatives, employees, and agents shall have no responsibility whatsoever for any loss or damage to vendor's equipment, supplies, or other property.
- Vendor agrees to indemnify and hold harmless representatives, employees, and agents of the festival and/or the City of Westover and the Church of Chelsea Westover against all claims of any person whomsoever, from acts or omissions of the vendor, its representatives, employees, agents, patrons, or guests.
- The City of Westover and The Church at Chelsea Westover reserve the right to determine actions in the event of possible breach and may, terminate the 'Participation Agreement' between the City of Westover and vendor any time upon the city official's determination of said breach. Upon termination, the vendor shall have no rights and the City of Westover shall have no obligations under the said 'Participation Agreement.'
- Parking allowed in the vendor area of the church parking lot during set-up only. All private vehicles shall be removed by 10:00 am.

I have read the 'General Terms of Vendor Participation Agreement' and agree to abide by its rules and all terms and conditions set forth therein.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_