

THIS IS YOUR INVITATION TO:

# WAMM Fest 2010



AN ART FESTIVAL TO BENEFIT CHARITY  
BROUGHT TO YOU BY **THE SERTOMA CLUB OF GREENWOOD**  
CRAIG PARK  
GREENWOOD, INDIANA  
AUGUST 21, 2010  
10:00 AM - 8:00 PM

**FOR INTERNAL USE ONLY:**

Application Fee Received: \_\_\_\_\_

Space Rental Received: \_\_\_\_\_

Application Requirements Complete: \_\_\_\_\_

Notification of Acceptance Mailed: \_\_\_\_\_

Certificate of Insurance: \_\_\_\_\_

Certificate of Insurance Naming Club: \_\_\_\_\_

NOTES: \_\_\_\_\_

\_\_\_\_\_

## FOOD VENDOR/CONCESSIONAIRE VENDOR APPLICATION

READ THIS APPLICATION CAREFULLY

Rev. 4/27/2010

**Sertoma Club  
of  
Greenwood's  
WAMM FEST**

**DATE AND TIME;**

**SPACE RENTAL FACTS,  
SIZE, RULES AND FEES**

**THE SERTOMA CLUB OF GREENWOOD** invites you to submit an application to sell your finest food offerings at WAMM Fest. WAMM Fest is a celebration of Wine, Art, Music and Micro-brewed beer that will take place in Craig Park, Greenwood, Indiana.

Saturday, August 21, 2010; 10:00 A.M. - 8:00 P.M.

**Rain or Shine! There is no rain date.**

Vendors offering food selections have two general space descriptions to choose from: the Premier Stage Area and the Artist's Concession Area. Different prices will be charged — one for each of the described areas. Music will be played from The Premier Stage Area beginning at 10:00 o'clock am and continuing until 8:00 pm. The Premier Stage Area will be vendors representing finer food establishments. Premier Stage Area space size is 15' x 20'; Artist's Concession Area space size is 10' x 15'. You may rent no more than two spaces. Indicate in your application if the spaces should be contiguous. The cost charged is for rental of the

space, only. Awnings, water, ice, tents, coolers, containers, plates, cups, dispensers, and any other physical equipment needed or desired to operate within the space must be provided by the Vendor. The Sertoma Club of Greenwood does not guarantee a uniformly flat surface. All food Vendors may offer soft drinks. No alcohol shall be dispensed by any food vendor/concessionaire. Alcohol shall only be offered in the form of wine or micro-brewed beers by persons submitting, and being accepted as, a Wine/Micro-brewed Beer Vendor Application. Food shall not be offered by any Wine/Micro-brewed Beer Vendor. There shall be no sale of bottled water by any vendor or other renter of a space at WAMM Fest. The Vendor must comply with all applicable rules and regulations of the Johnson County Board of Health, including any licensing or permit requirements. YOU MUST CONTACT THE JOHNSON COUNTY BOARD OF HEALTH ((317) 736-3772) REGARDING THEIR REQUIREMENTS FOR PROPER PERMITS, HAND-WASHING STATIONS, REFRIGERATION AND FOOD HANDLING. Failure to make such contact can result in the Vendor being closed by the Board before or during WAMM Fest. All Vendors must comply with all rules of the City of Greenwood and the Parks Department. Waste disposal must be coordinated with the WAMM Fest Committee and will be discussed at the Vendors Meeting, the date and time to be announced.

SPACE SIZE: Premier Stage Area: 15' X 20'; Artist's Concession Area: 10' x 15'

SPACE COST: \$250.00/Space for Premier Stage Area; \$125.00/Space for Artist's Concession Area

SET UP: Friday, August 20, 2010, from 4:00 PM - 8:00 PM, or Saturday from 6:30 AM - 8:30 AM. Displays may be left in place overnight at the Vendor's discretion and at their risk — neither the City of Greenwood nor the Sertoma Club of Greenwood will be responsible for theft or damage to Vendor's wares, products, displays or other property. NO ALCOHOL SHOULD BE MAINTAINED ON PARK PREMISES OVERNIGHT; NO VENDOR OTHER THAN WINE/MICRO-BREW VENDORS SHALL HAVE ALCOHOL ON THE PREMISES AT ANY TIME.

**Entry Deadline: All Applications must be postmarked no later than June 15, 2010**

Checks **must be** enclosed with the completed application. Checks should be payable to The Sertoma Club of Greenwood and sent to the following address: Sertoma Club of Greenwood, Attention Food Vendors, P.O. Box 286, Greenwood, IN 46142. Written notice of your acceptance to WAMM Fest is your obligation to appear. Once accepted, no money will be returned to any Vendor for any reason. The WAMM Fest Committee reserves the right to reject or eject any Vendor from the fair. In the event you or your company is not chosen to exhibit in the fair, your entry fee will be returned with your notice of rejection.

**ENTRY CONSIDERATION  
REQUIREMENTS  
ENTRY DEADLINE:  
JUNE 15, 2010**

1. This Application, completed in its entirety and signed by the Applicant.
2. If available, a photograph of space you have rented at an art, drink or food fair. If such a photograph is not available, a diagram of your space and how you intend to arrange it.
3. A check in the total amount of the space rented (limit of two, indicate desire that space be contiguous or non-contiguous)
4. Must include certificate of insurance with Application. In addition to certificate, no less than two weeks prior to show, must provide certificate

showing SERTOMA CLUB OF GREENWOOD as additional insured. Proof of insurance must provide for liability limits of no less than \$500,000.00 per occurrence. Insurance certification requirements and sample certificate shown as pages 5 and 6 of this application.

5. **Questions:** Call 317-882-9839 or email [wclowe@reameslaw.com](mailto:wclowe@reameslaw.com)

6. Additional entry forms may be downloaded from our website: [www.WAMMfest.com](http://www.WAMMfest.com)

**WAMM FEST**  
**FOOD VENDOR/CONCESSIONAIRE VENDOR APPLICATION**  
**August 21, 2010**  
**10:00 A.M. - 8:00 P.M.**  
Please Type or Neatly Print

As a vendor you will need to provide everything necessary to operate in your booth. Including, but not limited to: Labor, tents or awnings, signage, decorations, water, ice, dispensers, plates, cups, etc.

Vendor Full Legal Name: \_\_\_\_\_

Contact Person(s): \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Address, City, State, Zip: \_\_\_\_\_

Spaces Desired (indicate choice) :  One Premier Stage  Two Premier Stage Contiguous  Two Premier Stage Non-contiguous  One non- Premier  Two Non-Premier Stage Non-contiguous  One Premier Stage, One Artist's Concession (No more than two spaces per vendor will be accepted).

Total Amount Enclosed: \_\_\_\_\_ @ \$250.00/Premier Stage Area; \_\_\_\_\_ @ \$125.00/Artist's Concession Area (Checks payable to "The Sertoma Club of Greenwood").

Generally describe planned food offerings: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Critical Information**

Do you require electrical Power? \_\_\_\_\_ If so, what are your needs: \_\_\_\_\_

Booth spaces are limited. If you are selected the booth fee is non-refundable and space will be assigned on a first come, first served, basis by WAMM Fest planners.

The event is rain or shine.

No pets allowed.

Vendor application must be accompanied by a check to be considered a confirmed vendor receiving a space assignment. Return Application to:

**Sertoma Club of Greenwood**  
**Attn. Food Vendors**  
**P.O. Box 286**  
**Greenwood, IN 46142**

Application continues on next page.

Vendor has read, understood and agreed to all of the rules, entry considerations and space rental requirements contained on this application. Vendor knows that, upon mailing of Notice of Acceptance, the check enclosed herewith for Space Rental is non-refundable and, upon notice of acceptance, assures entrance to WAMM Fest as a Vendor. Vendor warrants that the certificate of insurance enclosed with this Application is for an existing and in force policy of insurance, that there are currently no facts, issues or problems that would result or have been threatened to result in a cessation of coverage, and that Vendor will maintain the policy in full force and effect through August 22, 2010. Vendor understands that, no later than two weeks prior to the event, Vendor must provide a certificate showing SERTOMA CLUB OF GREENWOOD as an additional insured, and that the certificate of insurance must provide for liability limits of no less than \$500,000.00 per occurrence. Vendor warrants that it is properly licensed and that there is no fact or circumstance that will prevent Vendor from participating in WAMM Fest.

Vendor agrees to indemnify and hold The City of Greenwood, the City of Greenwood Parks Department and the Sertoma Club of Greenwood, respectively, their agents, employees, members, political subdivisions, departments or agencies, and assigns (herein "Releasees") free and clear of and from any and all loss, cost, claim, expense, damage, or other liability, including attorneys fees (referred to collectively and individually as "the Liabilities"), that may be asserted against the Releasees individually, jointly, or in any other manner, arising from or in relation to Vendor's occupation of space at WAMM Fest, serving food or beverages, setting up and removing any and all displays, tents and other items that may belong to Vendor or be in Vendor's possession on or about Craig Park, or its entrances or exits on the day before and the day of WAMM Fest, and which relates to, or arises from actual or alleged actions or inactions, brought against the Releasees by any person, firm, or other legal entity of any nature. The obligation assumed hereby extends to claims for negligent acts or inactions that may be alleged against the Releasees, and also includes the obligation to hold the Releasees harmless from and indemnify them with respect to all costs, including reasonable attorney fees and expenses, they or any of them may incur in defending against or responding to, the Liabilities. Vendor understands and agrees that the Releasees intend that they should have no liability, incur any cost or assume any obligation as a result of claims made against them by any person or party resulting from or in respect to WAMM Fest. Vendor therefore from this day forward, releases the Releasees of and from any duty or obligation, if any, whether by virtue of contract, common law, negligence, or otherwise, they may have to Vendor, or Vendor's heirs, employees, contractors, or assigns, that may arise after the execution hereof that occurs at or results from or in relation to WAMM Fest. Vendor further agrees, with respect to the Sertoma Club of Greenwood, that, if Vendor or its agents, employees, assigns or heirs bring any claim against it, its members, board, volunteers, or agents for breach of this agreement, its sole and exclusive remedy will be to seek return of its space rental charge.

If Vendor is an entity that is not an individual, the person signing on its behalf warrants that he/she has been authorized by the entity to bind it to this Agreement.

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

Printed: \_\_\_\_\_

NAME of Business: \_\_\_\_\_

**CERTIFICATE OF INSURANCE REQUIREMENTS  
ALL FOOD AND ALCOHOL VENDORS  
WAMMFEST – AUGUST 21, 2010  
COMPLETED CERTIFICATES DEADLINE 08/14/2010**

**Sample Certificate of Insurance Attached**

**Requirements:**

- 1. Certificates of Insurance must be current dated**
- 2. Agent information should include complete address, phone and fax numbers.**
- 3. General Liability Coverage with a minimum limit of liability of \$500,000 Combined Single Limit**
- 4. Automobile Liability, Umbrella and Worker's Compensation only need to be completed if currently insured for these coverages.**
- 5. Event date must be within Effective and Expiration Dates.**
- 6. Liquor Liability – must have a minimum limit of liability of \$500,000 (Applies Only To Alcohol Vendors).**
- 7. Description of Operations MUST have the following wording:**

**Sertoma Club of Greenwood is listed as Additional Insured regarding WAMMFest held at Craig Park in Greenwood, IN on August 21, 2010.**

- 8. Certificate Holder MUST have the following wording:**

**Sertoma Club of Greenwood  
PO Box 286  
Greenwood, IN 46142**

- 9. Certificates of Insurance must be signed by a licensed insurance agent.**

**All completed Certificates should be emailed to the following: [Barbara.Hook@Sentry.com](mailto:Barbara.Hook@Sentry.com) prior to 08/14/2010. Any questions, please feel free to call 317-919-1769**

(Current) 01



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
04/29/2010

<b>PRODUCER</b> Tackitt Insurance Agency 5133 E. Main Street P. O. Box 107 Danville IN 46122 (317) 745-6000 <i>AGENT PHONE + FAX</i>		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
<b>INSURED</b> ABC, Inc. 1 East Main St Avon IN 46123-		<b>INSURERS AFFORDING COVERAGE</b> INSURER A: Western Reserve Group INSURER B: INSURER C: INSURER D: INSURER E:	<b>NAIC #</b>

### COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR. INSRD	TYPE OF INSURANCE	POLICY NUMBER	POL. EFFECTIVE DATE (MM/DD/YYYY)	POL. EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	JLT123	04/29/2010	07/29/2011	EACH OCCURRENCE \$ 500,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 500,000 GENERAL AGGREGATE \$ 500,000 PRODUCTS - COMP/OP AGG \$ 500,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTO				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>EXCESS / UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$ EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in IN) If yes, describe under SPECIAL PROVISIONS below				WC STATUTORY LIMITS \$ OTH-ER \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$ 500,000
	<b>OTHER</b> Liquor Liability				<i>ALCOHOL Vendors must Have This Coverage</i>

*SAMPLE*

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS  
 Sertoma Club of Greenwood is listed as Additional Insured regarding Wamm-Fest held at Craig Park in Greenwood, In on August 21, 2010.  
*This Wording must Be on Certificate*

<b>CERTIFICATE HOLDER</b> <i>Club</i> Sertoma of Greenwood P.O. Box 286 Greenwood IN 46142-	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE <i>MUST Be Signed By Agent</i>
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