2018 Orr's Fall Farm Fun Days

Saturday, September 22 from 9:00 a.m.-5:00 p.m.

Sunday, September 23 from 10:00 a.m.-4:00 p.m.

Your Name:	
Company/Organization Name:	
Full Address:	
Phone #:	
Fax #:	
Email Address:	
Website:	
What will you be selling, demonstrating, displaying, or performing at the Fall Farm Fun Days? ***LIST ALL ITEMS !!!***	
Please write the quantity next to the following items/spaces that you wish to reserve:	_____10x10 outdoor booth space- $65
Please list any other special requirements that you may have.	

Method of Payment- Place a check mark and fill in the requested information for your method of choice.

Check_____Money Order_____Credit Card _____

Type of Credit Card- Visa_____Master Card_____Discover_____

Card #_____ Exp. Date_____ CVC Code_____

Total Payment Enclosed:_____

Please mail this form back by June 1st to:

Katy Orr-Dove

Orr's Farm Market

P.O. Box 906

Martinsburg, WV 25402 Or Fax to 304-263-1153

Orr's Farm Market or parent company George S. Orr & Sons, Inc. or its subsidiaries is not responsible for accidents, loss or damage, nor does it endorse the entertainment content or products displayed.

2018 ORR'S FALL FARM FUN DAYS CELEBRATION

RULES ON ENTRY

1. All work must be suitable to a family-oriented show. We reserve the right to remove any exhibit not complying with these rules and regulations.
2. Please list ***ALL ITEMS YOU PLAN TO SELL*** on your application. We will try our best to limit duplicate items as much as possible. We will ask you to put items away at the show if they are not listed on your application and someone else is already selling them.
3. Booths are to be reserved in your name only. Exhibitors cannot sub-lease assigned booths; however, you may share a booth.
4. All exhibitors are expected to provide enough stock for the entire show, set up before show hours and remain open until closing time. All exhibitors must remain open until 5:00 on Saturday and 4:00 on Sunday.
5. Set up may begin after 4 p.m. on Friday and must be completed by 8:30 a.m. on Saturday. Tear down is not allowed until 4:00 p.m. on Sunday.
6. <u>There is no access to electricity</u>.
7. Single spaces are 10x10, Double spaces are 10X20. All spaces are located on relatively level ground. You may view site if you would like to come and see it.
8. State taxes should be collected by all vendors.
9. Vendors must be present rain/shine (serious inclement weather will cancel event) and will be under the discretion of Orr's Farm Market.
10. <u>Following set-up the vendors will be assigned a parking area and must park their vehicles in the correct lot a half-hour before the festival opens each day</u>.
11. Minimal after-hours security will be provided with the understanding that George S. Orr & Sons, Inc. is not and will not be responsible in any way for loss or damage to participant's property. Exhibitors are responsible for their own personal and property liability.
12. George S. Orr & Sons, Inc. cannot be held liable or responsible for loss or damage to work or injury to any person participating in the show. The festival cannot be responsible for weather damage to products. A signed application constitutes a contract to follow all rules and regulations and is a commitment to participate personally if accepted.
13. All Vendors are required to have permits from the Berkeley County Health Dept. if they will be serving samples.
14. Food Vendors must have a Food Permit from the Berkeley County Health Dept and must comply with guidelines applicable to their business.
15. Vendors selling edible products must have proof of liability insurance.
16. Additional vendors may be required to submit proof of liability insurance at the discretion of Nationwide Insurance. This depends on the activity or product at your booth.
17. Clean up-each vendor is responsible for leaving their booth area as found. Any trash must be cleaned up and removed.
18. Restroom facilities will be provided by Orr's Farm Market.
19. There is no alcohol use permitted on or around the festival or concert properties.
20. No pets allowed on or around the festival or concert properties.
21. There is absolutely NO SMOKING in the vendor area except in the designated smoking areas. This is in accordance with Berkeley Co. Health Code. Smokers will be subject to a fine if they do not comply with smoking areas.

ORR'S FALL FARM FUN DAYS 2018
Vendor/Artisan Waiver Form

RELEASE OF LIABILITY, WAIVER OF CLAIMS AND INDEMNITY AGREEMENT in consideration of the vendor/artisan area at the Fall Festival located at the property of Mark Orr, or George S. Orr & Sons, Inc. located at 682 Orr Drive, Martinsburg, WV 25403 on September 22-23, 2018.

I hereby agree as follows:

1. To waive any and all claims that I have or may have in the future against George S. Orr & Sons, Inc., Orr's Farm Market, Mark Orr, the Fall Festival and their employees and volunteers (all of whom are hereinafter collectively referred to as "the Releasees") and to release the Releasees from any and all liability for any loss, damage, injury, or expense that I may suffer as a result of or arising out of any aspect of my use of the vendor/artisan area due to any cause whatsoever, including negligence or theft; or in respect of the provision of or the failure to provide warnings, directions, instructions, or guidance as to the use of the vendor/artisan area.
2. To hold harmless and indemnify the Releasees from any and all liability for any loss, damage, injury, or expense to any third party, resulting from the use of the vendor/artisan area.
3. This Agreement shall be effective and binding upon my heirs, next of kin, executors, assigns, administrators, and representatives, in the event of my death or incapacity.

I HAVE READ AND UNDERSTAND THIS AGREEMENT AND I AM AWARE THAT BY SIGNING THIS AGREEMENT I AM WAIVING CERTAIN LEGAL RIGHTS WHICH I OR MY HEIRS, NEXT OF KIN, EXECUTORS, ADMINISTRATORS AND ASSIGNS MAY HAVE AGAINST THE RELEASEES.

Signature of Vendor/Artisan Print Name Date Phone

This waiver must be signed and returned to George S. Orr & Sons, Inc. by June 1, 2018.

Fax # 304-263-1153

APPLICATION PROCEDURES & FEES

1. Complete and sign official application form.
2. Choose appropriate category using the "Exhibitor Categories" below as a guide.
3. Submit a copy of your General Liability Insurance if you are selling anything edible or if you are bringing an activity for children.
4. Applications along with payment for applicable fees must be received in the George S. Orr & Sons, Inc. office by June 1, 2018.
5. If for some reason you are not selected for participation, any fees will be returned.
6. No electricity is provided.
7. No refunds after July 31, 2018 will be given.
8. Vendors selling food please include a copy of your Berkeley County Food Permit.

EXHIBITOR CATEGORIES

(Choose all that apply)

- o Artwork (drawings, paintings, mixed media)
- o Candles
- o Clay (ceramics, pottery, porcelain, polymer)
- o Fabric (sewing, quilting, crochet, knitting, painted , weaving, cross-stitch, needlepoint)
- o Floral (arranged, dried, live, potpourri, pressed, silk, etc.
- o Furniture (household, lawn/garden, child-size)
- o Games/Toys
- o Glass (Blown, cut, fused, mosaic, sculpture, stained)
- o Graphics/Printmaking
- o Herbal (soaps, potpourri, oils)
- o Jewelry
- o Leather (accessories, bags, clothing, belts)
- o Metal(cast, embossed, forged, punched, sculpture: aluminum, brass, copper, gold, iron, pewter, silver, tin, etc.)
- o Miscellaneous (acrylic, bread dough, shells, etc.)
- o Paper (calligraphy, cast, cutting, maps, paper-mache, quilling)
- o Photography
- o Sculpture (clay, fiber, glass, metal, paper, wood)
- o Wood (household, sculpture, sports, toys)
- o Food
- o Other

January 1, 2018

Dear Artisans and Vendors,

Orr's Farm Market invites you to participate with us in our annual Fall Farm Fun Days on September 22 & 23, 2018. We are excited to announce this year's festival activities will again be held on the grounds of Orr's Farm Market. Returning vendors will be given first priority to return. Remember to list everything you plan to sell on your form. New vendors will be admitted until our spaces are full. Your contribution to the many talented artists who come together will make this year's festival a unique and fun experience for all of our visitors!

Orr's Farm Market celebrates the coming of fall and all the beautiful produce and scenery that accompany fall. We will be bringing in more great local live bluegrass this year.

Free Admission for all our guests again this year! Hopefully they have more money to spend at your booths ☺ Please fill out the enclosed forms to reserve your space at Orr's Farm Market and return it, along with payment of fees, no later than June 1, 2018.

The festival schedule is as follows:

Friday	4 p.m.-8 p.m. Vendors Set Up
Saturday	6:00 a.m. to 8:30 a.m. Vendors Set Up
	9 a.m.-5 p.m. Festival is Open
	5 p.m. Vendors may close
	6 p.m. Market closes for the day
Sunday	10 a.m.-4 p.m. Festival is Open
	4 p.m. Vendors may tear down and Close
	4 p.m. Market closes for the day

Sincerely,

Katy Orr-Dove

General Manager

Orr's Farm Market