

Family Festivals Association, Inc.



PO Box 444 • Greensburg PA 15601 • 724-863-4577 Office/Mobile • 724-221-6150 Fax • www.FamilyFestivals.com • info@FamilyFestivals.com

In 2023, we enter our 31st year of promoting more than 175 festivals and events, we are truly thankful for your continued support! We are pleased to offer an exciting lineup of six (6) festivals and events! All four of our arts & crafts shows have made Sunshine Artist's Top 100 and both of our Christmas-themed festivals have been rated the #1 Christmas shows in Pennsylvania!



Valley Pool & Spa presents...

Western Pennsylvania
Home & Outdoor Living Show
January 27, 28, 29, 2023
Monroeville Convention Center
Monroeville PA



Brett Keisel 'Da Beard' presents...

USA International Sportsmen's Show
and Outdoor Recreation & Travel
February 17, 18, 19, 2023
Monroeville Convention Center
Monroeville PA



24th Annual
Pittsburgh Arts & Crafts
Spring Fever Festival
March 17, 18, 19, 2023
Monroeville Convention Center
Monroeville PA



30th Annual
Pennsylvania Arts & Crafts
Labor Day Festival
September 1, 2, 3, 4, 2023
Westmoreland Fairgrounds
Greensburg PA



29th Annual
Pennsylvania Arts & Crafts
Christmas Festival
October 20, 21, 22 & 28, 29, 2023
Washington County Fairgrounds
Washington PA



26th Annual
Greater Pittsburgh Arts & Crafts
Holiday Spectacular
November 17, 18, 19, 2023
Monroeville Convention Center
Monroeville PA

We anticipate an excellent response to all festivals/events. We cannot save any space and cannot assume that any exhibitor will be returning. Applications are reviewed and accepted until each show is filled. Applications will not be reviewed unless accompanied by the appropriate payments/deposits.

As you consider shows for your 2023 schedule, please know that we commit a substantial amount of advertising dollars for each event. For example, KDKA TV2 has been a sponsor of our shows for 27 years, and we also spend a substantial amount of money on digital (Facebook & Google), print (newspapers), radio, road signs, flyers, banners, social media and email blasts!

We thank you for your interest and support, and look forward to reviewing your application! If you have any questions about the enclosed application, please call, text or email us.

On behalf of everyone at Family Festivals Association, Inc., best wishes for a successful 2023 show season!!!

David Stoner

David Stoner, Owner & Promoter

FAMILY FESTIVALS ASSOCIATION, INC.

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Exhibitor Application and Contract • 2023 Festivals • 6 Festivals & Events

1	Exhibitor Name _____	Home Phone _____
	Business Name _____	Bus. Phone _____
	Address _____	What COUNTY do you live in _____
	City _____	State _____ Zip _____
		Email _____
	You may apply for 1, 1½, 2, 2½, 3, or more spaces! Web Site _____	

Western Pennsylvania Home & Outdoor Living ShowSM January 27, 28, 29, 2023 Fri 10-6, Sat 10-8, Sun 10-5 Monroeville Convention Center Monroeville, PA			<u>Office Use Only</u> Booth # _____ 2022 Space _____ Pmt Rec _____ Due _____ Pd in Full _____
Qty.	Item	Amount	Booth size 10' x 10'
_____	Crafter or Non-Profit @ \$325	_____	
_____	Electric @ \$60/outlet	_____	
_____	Add'l. 6' Table @ \$30 each	_____	
_____	One table provided with booth.	_____	
Total \$ _____			

Vendors with a 'home-related' business, service or product must submit a WPA Home Show application, which can be found at www.WPAHomeShow.com

Full Payment Must Be Received With Application

USA International Sportsmen's Show and Outdoor Recreation & Travel February 17, 18, 19, 2023 Fri & Sat 10-9, Sun 10-5 Monroeville Convention Center Monroeville, PA			<u>Office Use Only</u> Booth # _____ Pmt Rec _____ Due _____ Pd in Full _____
Qty.	Item	Amount	Booth size 10' x 10'
_____	Indoor Booth @ \$480	_____	
_____	Corner Location @ \$100	_____	
_____	Electric @ \$60/outlet	_____	
_____	Table (6') @ \$30 each	_____	
Total \$ _____			

All exhibitors/vendors receive 20 tickets, which can be sold for \$12 and monies collected retained by exhibitor/vendor. See details on page 4, Item #3

Full Payment Must Be Received With Application

Pittsburgh Arts & Crafts Spring Fever Festival March 17, 18, 19, 2023 Fri & Sat 10-5, Sun 10-4 Monroeville Convention Center Monroeville, PA			<u>Office Use Only</u> Booth # _____ 2022 Space _____ Pmt Rec _____ Due _____ Pd in Full _____
Qty.	Item	Amount	Booth size 10' x 10'
_____	Indoor Booth @ \$370	_____	
_____	Electric @ \$40/outlet	_____	
_____	Table (6') @ \$30 each	_____	
Total \$ _____			

Full Payment Must Be Received With Application

Pennsylvania Arts & Crafts Labor Day Festival Sept. 1, 2, 3, 4, 2023 Fri 10-5, Sat & Sun 10-6, Mon 10-5 Westmoreland Fairgrounds Greensburg, PA			<u>Office Use Only</u> Booth # _____ 2022 Space _____ Pmt Rec _____ Due _____ Pd in Full _____
Qty.	Item	Amount	Booth size 10' x 10'
_____	Indoor Booth @ \$470	_____	
_____	Outdoor Booth @ \$320	_____	
_____	Electric @ \$25/outlet	_____	
_____	Table (8') @ \$20 each	_____	
_____	RV/Stock Vehicle Hookup	_____	
_____	\$20/day or any part of a day	_____	
Total \$ _____			

If Indoor space is sold out, are you able to go Outside?
Yes _____ No _____

Paid RV/Stock Vehicles: Arrival _____ Departure _____
\$100 deposit with application-Balance due Fri Jun 23

Pennsylvania Arts & Crafts Christmas Festival Oct. 20, 21, 22 & 28, 29, 2023 Fri 10-5, Sat's 10-6, Sun's 10-5 Washington County Fairgrounds Washington, PA			<u>Office Use Only</u> Booth # _____ 2022 Space _____ Pmt Rec _____ Due _____ Pd in Full _____
Qty.	Item	Amount	Booth size 10' x 10' or 8' x 12½'. If you REQUIRE a 10' x 10' booth, check this box. <input type="checkbox"/>
_____	Indoor Booth @ \$560	_____	
_____	Electric @ \$25/outlet	_____	
_____	Table (6') @ \$20 each	_____	
_____	RV/Stock Vehicle Hookup	_____	
_____	\$20/day or any part of a day	_____	
Total \$ _____			

Paid RV/Stock Vehicles: Arrival _____ Departure _____
\$100 deposit with application-Balance due Fri Aug 18

Greater Pittsburgh Arts & Crafts Holiday Spectacular Nov. 17, 18, 19, 2023 Fri 10-5, Sat 10-6, Sun 10-5 Monroeville Convention Center Monroeville, PA			<u>Office Use Only</u> Booth # _____ 2022 Space _____ Pmt Rec _____ Due _____ Pd in Full _____
Qty.	Item	Amount	Booth size 10' x 10'
_____	Indoor Booth @ \$450	_____	
_____	Electric @ \$40/outlet	_____	
_____	Table (6') @ \$30 each	_____	
Total \$ _____			

\$100 deposit with application-Balance due Fri Sept 15

2	PAYMENT TYPE:
	_____ Check(s) made payable to Family Festivals Association, Inc.-Separate check for each event.
	_____ Credit Card-Complete section below for Visa, MasterCard, Discover & American Express
	Card # _____ - _____ - _____ - _____
	Expiration Date ____/____ 3 Digit Security Code _____
	Name on Card _____
	Complete Billing Address for Credit Card (Street, City, State, Zip) _____

	I authorize Family Festivals Association, Inc. to charge my credit card for <u>all deposits</u> AND charge my credit card for <u>all balances on the balance due dates</u> listed above for each event I am accepted into.
	*See details for Late Fees as listed on Page 4 of this contract.
	Signature _____

3	IMPORTANT
	PA State Sales Tax License Number _____
	Exhibitor is responsible for being in compliance with any and all Pennsylvania sales tax requirements. PA Dept. of Revenue can be reached at 1-888-PATAXES or www.revenue.state.pa.us .
4	Provide a 4-word description of your product/service. Example: 'Wood furniture & accessories'

	Applications Accepted Until Each Show Is Full

THIS SECTION MUST BE COMPLETED. APPLICATION WILL NOT BE REVIEWED IF INFORMATION IS INCOMPLETE.

List the categories of your Products/Services Ex.-Wood, floral, jewelry, etc. _____

Please include a GENERAL list of items to be sold on a separate sheet of paper.

Photos: **Applications should include two to three (2-3) photos of your merchandise (arts & crafts shows only).** One or two photos will be kept if you are awarded booth space or placed on a waiting list. If you want remaining photos returned, you must include a business sized, self-addressed, stamped envelope with required postage. Digital photos may be submitted via email to info@familyfestivals.com. Please include exhibitor's name with digital submissions.

Acceptance of Festival Specifications & Requirements and the Application and Contract:

If accepted, I/we the applicant/s (hereafter the "Exhibitor") have read this Application and Contract, and Festival/Event Specifications and Requirements (listed on the back of the cover letter), and agree to abide by them in full. Exhibitor further agrees that if Exhibitor cancels out of any festival/event, Exhibitor forfeits the deposit and the entire booth fee. Exhibitor agrees that if Exhibitor cancels out of any festival/event, neither the deposit nor any of the booth fee will be transferred to another show. The undersigned Exhibitor and his/her agent/s or assign/s do expressly, forever and irrevocably release the Family Festivals Association, Inc., ("Family Festivals") its officers, directors, shareholders, producers, managers, employees and agents, and the owners of each of the festival/event sites (together the "Released Parties") of and from any liabilities, damages, injuries or losses, of any kind or nature, which may arise from the licensing and/or participation by the Exhibitor in any festival/event. Exhibitor and its agents, heirs and/or assigns hereby irrevocably agree to indemnify, defend and hold harmless the Released Parties from and against any and all liabilities, damages, injuries, claims, losses and costs (including reasonable attorney's fees) related to or resulting from: (i) Exhibitor's violation of the Specifications & Requirements and/or the Application and Contract; (ii) personal injury caused to any third party by Exhibitor and/or Exhibitor's merchandise and/or by Exhibitor's agents, employees and/or representatives; (iii) Exhibitor's participation in any festival/event; (iv) Exhibitor's use or sale of any items or materials which violate or allegedly violate any copyrights, trademarks, patents or other rights of any third parties (including but not limited to, intellectual property rights); and (v) any violation of or failure to comply with any applicable state, federal or local laws, regulations, statutes, and/or ordinances by Exhibitor or its agents and/or representatives, including but not limited to obtaining any required license(s) and/or permit(s). Exhibitor agrees that this is not a lease but only allows the Exhibitor to use the space provided for the duration of the festival/event. Exhibitor understands that if not accepted into a particular festival/event, fees submitted for that festival/event will be kept and applied to another festival/event that Exhibitor is accepted into. If this Application is accepted, Exhibitor gives permission to Family Festivals to use Exhibitor's name and/or company name, address, telephone number, slides submitted and any photographs or videotape taken at the festival/event of Exhibitor or Exhibitors items for any and all purposes. Family Festivals reserves the right to accept or reject any merchandise/service based upon Family Festivals' selection process, at any time, without liability of any kind or nature. Exhibit space not occupied by the opening time on the first day of the festival/event will result in forfeiture of the exhibit space, and the space will be filled with a "wait list" exhibitor. Additionally, this shall be deemed a violation of the Contract and Exhibitor may be canceled out of future shows at the discretion of Family Festivals, with no refunds. All checks returned for non-sufficient funds (NSF) will be assessed a \$35.00 service fee for each check. Exhibitor also understands that if Exhibitor displays items in its booth that were not included and approved when this Application was submitted, Exhibitor will be required to remove them and/or face expulsion from the festival/event. Family Festivals, at its discretion, may change the opening or closing hours of the festival/event each day. Exhibitor may not display or sell another exhibitor's merchandise or share their space with another exhibitor unless approved by Family Festivals. Exhibitor must be open during all event hours. Family Festivals reserves the right to move any festival/event to another site without refund to Exhibitor. Family Festivals reserves the right to have offenders of any of these Specifications and Requirements and Applications and Contract removed from any festival/event without refund. If Family Festivals voluntarily cancels a festival/event for reasons not outlined on Page 2, Item 21, a full refund of booth fees will be returned to the Exhibitor with no further financial obligation, liability or penalty to Family Festivals. The Specifications and Requirements and the Application and Contract, as well as the Acceptance of the same, shall be deemed to have been made in the Commonwealth of Pennsylvania and shall be interpreted in accordance with the laws of such Commonwealth without regard to conflicts of law provisions of any jurisdiction. In the event that legal action is required to enforce this contract or any of the terms thereof, such action shall be brought in the Courts of Westmoreland County, Pennsylvania and the Exhibitor expressly and irrevocably consents to the jurisdiction and venue of such courts. The parties agree to accept service of process by ordinary mail sent to their business addresses as set forth herein. This Acceptance, Specifications and Requirements, and Application and Contract (4-pages total) represent the entire agreement between Family Festivals and Exhibitor with regard to the subject matter hereof and supersede all prior or contemporaneous agreements or understandings, whether written or oral with regard to such subject matter. Exhibitor agrees to pay for attorney fees for Family Festivals and Exhibitor for any action brought by Exhibitor. Acknowledging all of the foregoing terms and provisions and the terms and provisions set forth in the Specifications and Requirements and the Application and Contract (all of which are hereby incorporated by reference and made a part hereof), by affixing its signature below Exhibitor hereby agrees to be legally bound by all such terms and provisions. Family Festivals reserves the right to change or alter the Specifications and Requirements and the Application and Contract or the terms of this Acceptance at any time, upon notice to Exhibitor.

Exhibitor Signature

Date

Family Festivals Association, Inc. Signature

Date

Have you included the following with your application?

- ☐ **Fully completed application, must be Signed and Dated.**
- ☐ **Self-addressed, stamped, business-sized envelope MUST** be included with application.
- ☐ **Separate Check/s for each event** payable to Family Festivals Association, Inc., including all applicable fees, or completed credit card information.
- ☐ **Two to three (2-3) photos of your merchandise (craft shows only).**
- ☐ **A general inventory list** of the items you will be selling.

Festival and Event Specifications & Requirements

1. **Set-up:** **'WPA Home & Outdoor Living Show'** Thurs Jan 26, 8am-8pm, Fri Jan 27 7am-10am
'USA International Sportsmen's Show' Thurs Feb 16 8am-8pm, Fri Feb 17 7am-10am
'Spring Fever Festival' Thurs Mar 16, 9am-8pm; Fri Mar 17, 7am-10am
'Labor Day Festival' Thurs Aug 31, 9am-8pm; Fri Sept 1, 7am-10am
'PA Christmas Festival' Thurs Oct 19, 9am-8pm; Fri Oct 20, 7am-10am; Fri Oct 27, 10am-3pm
'Holiday Spectacular' Thurs Nov 16, 8am-8pm; Fri Nov 17, 7am-10am
2. **Tear-down:** **'WPA Home & Outdoor Living Show'** Sun Jan 29, 5pm-10pm
'USA International Sportsmen's Show' Sun Feb 19, 5pm-10pm
'Spring Fever Festival' Sun Mar 19, 4pm-8pm
'Labor Day Festival' Mon Sept 4, 5pm-9pm; Tue Sept 5, 8am-11am
'PA Christmas Festival' Sun Oct 29, 5pm-9pm; Mon Oct 30 8am-11am
'Holiday Spectacular' Sun Nov 19, 5pm-9pm

Monroeville Convention Center Shows Only:

If you choose to make use of the forklift with pallets/skids, convention center carts or Family Festivals Association carts, neither the Monroeville Convention Center nor Family Festivals Association, Inc. are responsible for any damage to merchandise, displays, etc. This is a courtesy service and exhibitor/vendor assumes all responsibility.

3. Family Festivals Association, Inc. will provide each Exhibitor participating in the USA International Sportsmen's Show with a block of 20 tickets per 10x10 space that they can sell for \$12.00 each. Monies collected from the sale of these tickets belongs to the Exhibitor. Tickets will be issued once the booth fee is paid in-full. Tickets may not be sold to the public on-site at the Monroeville Convention Center or the Doubletree Hotel.
4. *The following Late Fee Charges will apply if you miss the listed "Balance Due" Dates (No exceptions): \$25 Fee if balance due is received 7 to 14 days past the "Balance Due" date. \$50 Fee if balance due is received 15 to 21 days past the "Balance Due" date. Your space may be filled with a wait list exhibitor if your "Balance Due" is not received within 21 days from the "Balance Due" dates for each event. You will still be responsible for all booth fees and late charges if you are in default for any reason on this contract.
5. Exhibitors may not sublet any portion of their space to another exhibitor. Exhibitors may not display or sell other exhibitors merchandise without prior approval by Festival Management. Exhibitors may not submit an application on behalf of another exhibitor or submit an application under an assumed name.
6. Exhibitor is responsible for being in compliance with any and all Pennsylvania sales tax requirements. PA Dept. of Revenue can be reached at 1-888-PATAXES or www.revenue.state.pa.us. Exhibitor must provide their sales tax license number on this application, or at least 30 days prior to each festival.
7. Merchandise: Family Festivals Association will determine through its selection process whether merchandise is acceptable. Exhibitor can display or sell only accepted merchandise as listed on the attached application. All types of merchandise, including commercially produced merchandise and commercial exhibitors will be considered.
8. We recommend that each exhibitor carry Comprehensive General Liability Insurance at their own expense.
9. Food & beverage vendors have the exclusive right to sell food or beverage items and distribute samples. Any exhibitor selling edible/potable items will be required to submit a food vendor application and carry liability insurance.
10. Exhibitor's display cannot interfere with adjacent exhibitors or extend into aisles or beyond your clearly marked, assigned booth space.
11. No radios, televisions or public address systems permitted in your booth without prior authorization from Family Festivals Association. No calling out to customers or selling in the aisles. You must remain in your booth space.
12. No alcohol and no smoking is permitted in or near your booth or in buildings at any time.
13. Only service animals as defined by the Americans with Disabilities Act are permitted. Therapy/emotional support animals are not recognized by the ADA.
14. Nothing may be nailed, stapled or otherwise affixed to the walls, floors, or any other part of the exhibition buildings or festival grounds.
15. Merchandise may be left set-up in the buildings or outdoor booths each day. We highly recommend that outdoor exhibitors place their inventory in the indoor buildings, storage trailers or take them home each day. Neither Family Festivals Association, the sponsors, nor the facility owners assume responsibility for damages or theft of your booth and/or merchandise.
16. All electrical extension cords and electrical plugs must be the 3-wire, grounded, heavy-duty type, and U.L. approved. Electric may be limited to a certain wattage in each booth if a problem occurs with power outages.
17. Exhibitors must be in compliance with and booth materials must conform to all local fire regulations.
18. Exhibitors will be assigned an exhibitor's parking area. All exhibitors, booth workers, helpers, etc. must park in areas designated by Family Festivals Association. Please keep vehicles on paved areas and roadways only when setting up and tearing down your booth. Violators will be towed at owner's expense. You are not permitted to park your vehicle or trailer next to your booth. No vehicles permitted inside buildings. Do not park in 'Paid RV Parking' spaces unless you have reserved and paid for RV/stock vehicle parking.
19. Exhibitor's booth must be staffed and open during all hours. You are permitted up to 2 persons per booth space rented.
20. Bulk rubbish and trash must be taken to the designated trash areas before, during, and after each show day. Decorating materials must be removed the last day of the festival. Dumpsters or a garbage truck are available for bulk garbage. Please keep your booth clean and uncluttered. Do not use the public waste containers, they are provided for the customers' use only.
21. Festival management will provide a list of area hotels/motels. We recommend you contact them early as many of them may be sold out. Festival management makes no recommendation regarding the service, quality, cleanliness or safety of these properties.
22. Family Festivals Association, Inc. will not be liable for refunds or any other liabilities whatsoever for the failure to fulfill this contract due to the event being canceled, being before or during the show due to fire, or other calamity, or by an act of God, or due to a public health emergency, pandemic, public enemy, strikes, statutes, ordinances or legal authority or any other act beyond the control of Family Festivals Association, Inc. which makes it impossible or impractical to hold the event.
23. Festival management reserves the right to provide the contact information, including names, phone numbers, email addresses, etc., of exhibitors and/or vendors to customers and/or media.

This contract shall be deemed to have been made in the State of Pennsylvania & shall be interpreted in accordance with the laws of such state. In the event that legal action is required to enforce this contract or any of the terms thereof, such action shall be brought in the Courts of Westmoreland County, Pennsylvania, and the exhibitor expressly consents the jurisdiction of such courts. The parties agree to accept service of process in such action by ordinary mail sent to their business addresses as set forth in this contract. This cover letter, specifications and requirements, and application/contract (4-pages total) represent the entire agreement between Family Festivals Association, Inc. and the exhibitor. Exhibitor agrees to pay for attorney fees for Family Festivals Association, Inc. and exhibitor for any action brought by exhibitor.