**Invitation to Participate: 2014 Buy Local Fair**

**Artist | Craftsperson | Farmer | Retailer | Services**

The Louisville Independent Business Alliance will host the **Sixth Annual Buy Local Fair Sunday, May 18, 2014, at The Water Tower from 12:00PM – 6:00PM.** The fair will host a variety of local businesses, musicians, artists and craftspeople, chefs, community organizers, and farmers. All locally-owned, independent businesses and individuals (especially those specializing in locally crafted goods, prepared foods and concessions) are encouraged to participate as Buy Local Fair vendors. Last May, there were over 4,000 attendees - we hope to only grow from there!

Featured events include concerts, an Iron Chef-style competition, a farmers market, an arts and crafts market, a craft beer tent and a children’s area.

**Our mission**: to provide a venue that encourages cooperation between two of the most emergent local economies: the local farm fresh food movement and locally produced art and craft. We hope to afford both economies interaction with the other’s current patrons and to showcase the unique beauty and artistic foundations of locally produced goods.

All locally-owned, independent businesses are welcome: You must provide your own table, chairs, extension cords and/or tent, etc. for your booth space. You will be allotted a 10' x 10' space. All vendor space is outdoors. Electricity is an additional $25 fee per booth space**. Please be available the morning *and* evening of May 18th to set, tear-down and remove your booth.** Vendors will be provided with a parking pass (1) and promotion. We look forward to working with your organization on this exciting community event!

**Food Vendor** [Prepared food and/or Concession] **Fee:**

* $50 fee for a LIBA Business Member.
* $100 fee for a non LIBA Business Member
* $25 fee for electricity (regardless of LIBA membership status)
* Food Vendors must get health license on their own

**Other Vendor Fee:**

* FREE for LIBA Business Members (with donation of a raffle item valued at $20 or more)
* $30 fee for a non LIBA Business Member (with donation of a raffle item valued at $20 or more)
* $25 fee for electricity (regardless of LIBA membership status)
* $20 fee for all vendors selling merchandise ( Permit Fee for Louisville Metro)
* **Donated items are due before Wednesday, May 7th.**

**Please Remember:**

* Bottled water is not allowed to be sold on the property, Pure Tap water will be available
* Preferences regarding booth location are not guaranteed, and will be accommodated on a first come first served basis
* A $5 parking fee per vehicle will be charged to the public.
* Vendors are responsible for removing all materials and refuse from their space, and from the premises if the dumpster is filled to capacity
* Vendors will receive space allocation map prior to the event
* Vendors will receive one (1) free parking pass
* No refunds of booth fees unless event is completely cancelled; permit fees are non-refundable

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Thank you for participating in the 2014 Buy Local Fair! By completing this form, you will be on the roster to host a booth on **May 18, 2014**. Official space registration is not complete until LIBA has received a signed copy of this form. LIBA will send each fully registered participant a Space Confirmation acknowledgement and booth location map. Registration is limited and first come, first served. All businesses must be local and independent to participate. Please return your signed registration form to reserve your space, today! **Registration Deadline is April 11, 2014.**

Business Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of Business \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of product(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact’s First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Last Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: Business Home \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Special requirements (please explain below) LIBA will try to accommodate all requests:

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 **Other Vendor Fee:**

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* $30 fee for a non LIBA Business Member.
* $25 fee for electricity (regardless of LIBA membership status)
* $20 fee for all vendors selling merchandise ( Permit Fee for Louisville Metro)
* Raffled Item description: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TOTAL APPLICATION FEE: $ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**PAYMENT METHOD:**

 Check, make payable to LIBA

 Credit card number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ VISA Master Card American Express

 Discover

Security Code :\_\_\_\_\_\_\_ Expiration Date: \_\_\_\_\_\_ Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Did you participate in previous years?: Yes No

How did you hear about this event?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please return signed form at your earliest, to ensure your participation and booth space.**

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**Eligibility, Consent, & Release Agreement**

I, the undersigned, consent and authorize LIBA to interview, photograph, and videotape my participation in the Buy Local Fair and I further consent to and authorize LIBA to release, publish, exhibit, or reproduce such interviews, photographs, and videotapes for use in public relations, news articles, telecasts, press releases, or education, advertising, research at any time in any form or media, whether now known or later discovered, including but not limited to the LIBA website, fundraising, or any other purpose by LIBA and/or its affiliates. I release LIBA, its officers and employees and sub-contractors, and any and all persons involved from any liability connected with the taking, recording or publication, release, exhibit, or reproduction of said interviews, photographs, slides, computer images, videotapes, sound recordings or any other media representation. I waive all rights on my behalf to any claims for payment or royalties or other compensation in connection with any exhibit, release or reproduction, televising, or other publication of these materials, regardless of the purpose of sponsoring of such exhibiting, broadcasting, or other publication irrespective of whether a fee or admission or film rental is charged. I also waive any right to inspect or approve any photo, video, film, or any other media representation taken by LIBA or the person or entity designated by it.

If any damage to or destruction of (including loss of use of) occurs during or after my occupancy and use of the premises due to any act or omission of the directors, officers, employees, contractors, representatives, patrons, guests or invites of my business, LIBA may repair such damage or destruction at my expense.

I fully waive, release and discharge LIBA, from all claims, damages, actions, causes of actions, and liability now existing or hereafter arising out of or in any manner connected with my use of the facilities of LIBA under this rental agreement. I understand that LIBA and/or Louisville Water Company are not responsible for any permits/licenses required for the sale of my products/services during the 2014 Buy Local Fair.

I declare that I am eighteen (18) years old or older and am legally competent to execute this release. I understand that the terms herein are contractual and not a mere recital, that this instrument is legally binding, and that I have voluntarily signed this document.

Printed Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Business Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please return by mail, email, fax, or drop off by April 18th, 2014**