

Fern Ridge Wings & Wine Festival

Rules & Regulations

Greetings Wings & Wine Festival Participants!

You're invited to participate in the Sixth Annual Wings & Wine Festival, being held at Domaine Meriwether on Saturday, May 14, 2011 from 10 am – 5 pm. The planning and implementation of this annual event is a cooperative effort of many community partners including the City of Veneta, Domaine Meriwether, Lane County Audubon Society, Fern Ridge Chamber of Commerce, Travel Lane County, U.S. Army Corps of Engineers, Oregon Department of Fish and Wildlife, Cascades Raptor Center, South Willamette Wineries Association and the City of Eugene Outdoor Program. The event is held annually in May to coincide with International Migratory Bird Day. The festival was established in 2006 to celebrate the strengths of birding and the wine industry in the Fern Ridge area and to support bird conservation through education.

APPLICATIONS: Applications must be submitted by **Friday, April 29, 2011**, with a specific description of your product, a color photo of your product and booth set-up and a check for the appropriate booth size you are requesting. Please include a self addressed stamped envelope to have your photo returned. Late applications may be considered on a "per application" basis. Notifications letters will be mailed out May 6, 2011, and will include your booth number, a vendor parking permit and location of vendor parking. Your application is a request for booth space, not a particular space, nor a guaranteed acceptance. Selection is based on quality, balance of types of art, crafts or food and available space. Your booth space must be covered with a standard solid colored canopy and have matching table skirts. A limited amount of canopies are available for rent from the Fern Ridge Chamber of Commerce for the event. Please contact the Fern Ridge Chamber for more details. No cover! No vending!

SPACE: We are happy to announce that we will be offering a Friday evening set-up; May 13, 2011 from 4:30 pm – 7:00 pm as well as Saturday morning from 7 am – 9 am. For Saturday set-up, please check in at the registration booth before unloading to get any last minute information as well as directions to your booth. Cars are permitted into the booth area for unloading only and are then to be moved to the designated vendor parking until Saturday at 4:30 pm. Vendor breakdown begins no earlier than 5:30 pm. All cars must be out of the booth area by 9:30am Saturday. Any cars left in no parking zones will be towed. Please keep all merchandise, objects, and chairs inside your assigned booth space. Again, all booths must stay up and open until 5:30 pm at which time you may begin to breakdown.

ELECTRICITY/WATER: These are limited commodities and will be offered first to food and music vendors. Appliances and their amperage must be listed on your vendor application or you may forfeit use of them. Please bring your own outdoor, 16 gauge or larger extension cords. All electrical use will require proper electrical equipment. Lane County Fire District No. 1 will be on site for individual inspections prior to operations. If you require water, please bring an approved drinking water hose. Your booth space will be determined by your electrical needs.

SANITATION: All food vendors must have a washing station consisting of a 5 gallon container of warm water with a spigot that provides a constant flow of water when opened. Provide dispensed soap, paper towels and a wastebasket. No cloth towels for drying hands will be allowed.

ADDITIONAL NOTES: You must remain for the entire Wings & Wine Festival hours from 10 am – 5 pm. You may begin bringing your vehicles into the booth area, cautiously, after 5:30 pm to load booth materials and remaining products. Keep your area neat and dispose of trash and cardboard in the designated area.

PROMOTIONAL EFFORTS: The Wings & Wine Festival's promotional efforts include distribution of Festival Posters, mailings, newspaper press releases, Lane County Fire District's reader board., calendars, ads, Veneta City News, community newspaper articles, PSA on local radio and television and on the Festival's website, www.wingsandwinefestival.com.

Questions: Contact Marie Pickett at 541-935-8443 or Zac Moody at 541-935-2191 or wingsandwinefestival@gmail.com.

**PLAN FOR ANY TYPE OF WEATHER AS THE WINGS & WINE
FESTIVAL HAPPENS...RAIN OR SHINE!**

Disclaimer: The Wings & Wine Festival is not responsible for any injury, damage or loss that may occur to any person, animal or equipment belonging to the permittee, its agents, servants or volunteers or any other person or property. Permittee hereby agrees to protect, indemnify and hold the Wings & Wine Festival, its agents, servants and volunteers harmless from any claim or damage which may be asserted for loss of or damage to any property whatsoever, or for personal injury to or death of any person caused by or contributed to in any way by permittee. When possible a certificate of insurance should be supplied.