

CASA Wine and Craft Beer Festival

Saturday, June 13, 2020, 1 pm-6 pm

13 Canal Place, Downtown Cumberland, MD

You are invited to submit an application for space for CASA Wine and Beer Festival. Please return your application immediately to ensure consideration. Vendor spaces are first come, first serve. We reserve the right to limit the number of each type of craft, service or product. The festival will be held at 13 Canal Place, in downtown Cumberland, MD. Please complete all information before remitting. Application must be received by May 22, 2020.

Exhibitor or Vendor Name: _____

Address: _____

City, State, ZIP: _____

Contact Name: _____

Phone: _____

E-mail: _____

Description of product/service:

Electricity: There is a limited number of electrical outlets. If electricity requested please bring extension cords for 120 and 240 Volt AC service. YES or NO

I wish to reserve space as: (Please select one)

Food Vendor \$ 50.00 _____

Merchandise Vendor \$ 50.00 _____

Non-Profit \$25.00 _____

Number of non-alcohol drinking wristbands needed: (Limit four wristbands) _____

Note: We reserve the right to limit the number of wristbands allowed. Vendor participants may purchase alcohol wristband for additional \$15.00.

I have read, understand, and agree to the general conditions stated herein for entry to this festival. I hereby agree the sponsors or any other association of CASA Wine and Beer Festival is not responsible for personal injuries, loss or damage of my property.

Authorized Signature _____

Date _____

Vendor Setup Information

•Registration Fees:

Vendors (selling food, services or merchandise to event patrons) - \$50.00

Non-Profit Exhibitor Booth-\$25.00

Two drinking wristbands/glasses are allotted per vendor. If more non-drinking wristbands are needed, please contact the CASA office to let us know at 301-777-1262. Additional glasses can be purchased at a discounted vendor price. We encourage school, church, and social organizations to participate, this just needs to be prearranged.

•**Weather Policy:** This event will happen as scheduled – rain or shine. If a weather event occurs that is severe enough to force the cancellation of CASA Wine and Beer Festival the decision to cancel or close the event early rests with the Event Chair. There is no rain date.

•**Patron costs:** Admission to CASA Festival is \$20 for tickets purchased prior to June 13th, and \$25 at the door. Those who do not wish to participate in the wine and beer tasting can purchase tickets for \$10. Children 12 and under are free. Patrons will have the opportunity to purchase wine, beer, food, and other items from vendors – those prices will be established by the individual vendors.

The general public is invited to attend and enjoy a day filled with wine, beer, food, fun and music.

•**Where does the money go?** The money will go to support CASA of Allegany County. CASA of Allegany County is a non-profit organization that recruits, trains and supports volunteers to advocate for children in Allegany County's foster care. Proceeds will also be applied to festival advertising and other festival expenses.

•**Set-up:** Set-up will begin at 10:00 a.m. on the morning of the event, June 13, 2020. All vendors must be set up by 12:00 pm. Gates will be closed at 12 pm. No vendors will be admitted after 12 pm.

Your space on the grounds will be determined when you arrive at the event. We cannot guarantee location or set up in a particular area. Some vendors need water and/or electricity, so their booth placements are assigned first, and we fill in booths around them.

A. Vendors will be responsible for the set-up of your booth.

B. Vendors must supply your own canopy/tent, table and chairs.

C. Canopies/ tents may not intrude the fire lane and must be weighted down.

Maximum booth size allowed is 10 ft x 10 ft unless otherwise discussed prior with CASA of Allegany County. Please contact the CASA office at 301-777-1262 if your booth size is larger than 10x10.

•Tear-down:

A. Tear-down will begin promptly at 6:00 pm, at the close of the event, June 13, 2020.

B. Exhibitors are responsible for tear-down of their booths.

C. A dumpster is provided for trash the day of the event. Exhibitors are responsible for depositing their trash in the dumpster.

•**Parking:** Public parking will be free and ample space is provided.

•**Electricity:** Electricity is available at no cost; however vendors/exhibitors must provide their own extension cords for 120 and 240 Volt AC service.

•**Refunds:** Refunds will only be given to withdrawals prior to Friday, May 22, 2020.

Please return the following items to the CASA Office no later than May 22, 2020. Applications can be mailed, emailed or brought in person.

A. Exhibitor Application (page 1 only)

B. **Registration Fee (payable to CASA of Allegany County or by PayPal)**

Pay pal link can be found on the CASA website at www.casaofalleganycounty.org under the donate button or mail to:

111 George Street Suite 11

Cumberland MD 21502.

Please note, until your check is received, you are not a confirmed vendor for CASA Wine and Beer Festival.

For more information, please contact the CASA Office at to speak to Kristin or Rosanna: 301-777-1262 or e-mail: vendor@casaofalleganycounty.org

Thank you for your consideration and support of CASA Wine and Beer Festival!!

Please retain pages 2 and 3 of the application for future reference.

Thank you,

Misty Raines

Executive Director