



RIVERS OF STEEL FESTIVAL

2015 WORKSHOPS General Information

General Information:

The Rivers of Steel Festival will take place Sunday, May 17, 2015 and Sunday, September 20, 2015 at the Pump House in the Waterfront. Festival hours are from 10 AM – 4 PM. ***This is an outdoor festival and will be held rain or shine.***

Eligibility:

We are looking for quality workshop exhibitors, with preference to those whose craft highlights the region's rich ethnic and cultural heritage. As part of this festival, there will be the opportunity to conduct a workshop, demonstrate your craft, promote your efforts, and sell your wares. All participants must have an informational or demonstration element to their booth/program.

Application Procedure:

- Completed application must include 4 photographs or short video of a recent workshop.
- The Selection Committee will meet every two weeks to consider all applications received at that time.
- The Committee's decision is based on the needs of the Rivers of Steel Festival and the decision is final.
- Performers will be notified **by email** of their acceptance status in a timely manner.

The Vendor Agrees:

- To deliver or set up booth area at the **Rivers of Steel Festival at the Pump House, 880 East Waterfront Drive, Munhall, PA 15120 on each day of festival participation no later than 9:00 a.m.**, upon the terms and conditions hereinafter set forth. Once set up is accomplished, vendors will be required to move their vehicles across the street to the U.S. Steel Parking lot. Vehicles can be moved back to the Pump House lot upon end of the Festival for removal of products.
- To be responsible for all selling of items and for the exchange of all money, checks, and credit cards relating to merchandise, including taxes where applicable. The vendor has the right to declare "cash only" if he/she does not want to accept checks or credit cards. The vendor will only have access to an electrical outlet at the Pump House if electrical fee is paid. Vendor is also responsible for pricing items and for deciding whether to declare "all sales final" or offer an exchange policy and for providing signage declaring said sales policy. However, this is between the vendor and customer and no refunds will be given by the sponsor.
- To provide a hands-on demonstration or lecture to educate attendees on your craft.
- To pay all expenses incident to the conduct of its business and the sale of the items. This includes all materials used in workshop.
- To remove of all of his/her items from the site by no later than 7 p.m. on the day of the event.
- **To carry insurance covering loss and/or damages (liability) – Rivers of Steel Heritage Corporation is not responsible for any damages or losses.**



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The Parties Agree:

- The workshop exhibitor shall be allotted one promotional booth space.
- The sponsor shall provide either an indoor space for 40 attendees or a tented exterior space for 30 attendees.
- The workshop exhibitor shall retain as compensation the funds earned on the sale of all of his/her items.
- This agreement shall not be assigned by the sponsor without the written consent of the vendor. Nor shall it be assigned to another vendor by the initial vendor without permission of the sponsor.
- This agreement contains the entire understanding of the parties and may not be changed orally but only in agreement in writing signed by the parties against whom any waiver, change, modification, extension or discharge is sought.

Waiver of Liability and Hold Harmless Agreement:

In consideration for participating in the Rivers of Steel Festival, I hereby release, waive, discharge and covenant not to sue Rivers of Steel Heritage Corporation (RSHC), their officers, servants, agents, and employees (hereinafter referred to as releases) from any and all liability, claims, demands, actions and causes of action whatsoever arising out of or related to any loss, damage, or injury that may be sustained by me, or to any property belonging to me, whether caused by the negligence of the releases, or otherwise, while participating in such activity, or while in, on or upon the premises where the activity is being conducted or transportation to and from said premises.

IN WITNESS WHEREOF, the parties have executed this agreement.

Vendor

Sponsor

By: _____

By: _____



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2015 WORKSHOP APPLICATION

Name of Business: _____
Proprietor or Event Contact Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Primary Phone: _____ Secondary Phone: _____
Email: _____ (your acceptance information will be sent here)
Website: _____ Social Media: _____

Workshop Topic: _____ Max. number of attendees: _____
Length of Workshop: _____ (30 – 90 minutes)
Cost of workshop (per paid attendee*): _____

*Rivers of Steel cannot guarantee the number of paid attendees

I am only interested in gaining exposure and would be willing to donate a workshop free of charge to the 2015 Rivers of Steel Festival: Yes _____ No _____

Dates available: May 17 _____ September 20 _____

Rivers of Steel will provide an indoor location or tented exterior location for workshops. Vendors will provide their own table, chairs, tent, etc. if setting up a booth.

Power Needs:

____ No electricity needed
____ 110V Hookup needed

The following must be submitted at time of application:

- ◆ Completed application
- ◆ Four photographs of workshop (or email short video clip to sdrane@riversofsteel.com)

Application deadline is **AUGUST 15, 2015**. Submit application to sdrane@riversofsteel.com or mail to:
Rivers of Steel, The Bost Building, 623 E. 8th Avenue, Homestead, PA 15120, ATTN: Stacy Drane

The Committee's decision is based on the needs of the Rivers of Steel Festival and is final. Vendors will be notified of their acceptance in a timely manner **by email**. Please be sure to supply correct email address.

Do not write in space below. FOR FESTIVAL USE ONLY

Date Received: _____
Vendor accepted/rejected (circle one) Y N
Vendor notified: _____



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2015 WORKSHOP APPLICATION:

Name: _____

Workshop Description: _____

List merchandise to be sold or workshop details:

NOTE: Priority is given to those workshops highlighting the region's rich ethnic and cultural heritage.