



BREWERY EXHIBITOR INFORMATION

CANBY WINE, FOOD & BREW FEST

- Dates & Times:** Friday, June 1, 5pm – 9pm
Saturday, June 2, 11:00am – 8pm
Sunday, June 3, 11:00am – 5pm
- Gate Fees:** \$5.00 Admission, Children 12 & under Free
- We provide:** Eight foot drapery on the back of your booth, 3 foot drapery on the sides, one 6 foot skirted table for inside and porch spaces. Outside spaces include one six-foot table and chairs. All additional equipment needed should be handled through Peter Corvallis.
- Booth Appearance:** Booth spaces should be attractive and professional in appearance. Your presentation will reflect upon your products and the Festival as a whole. For example: we suggest using linen tablecloths, professional signage and appropriate props and decorative items.
- Insurance:** Under the advisement of the Clackamas County Risk Management **all vendors** are required to provide a certificate of insurance covering the general liability with a ten-day notice of cancellation. Coverage will be \$500,000 per occurrence with a \$1,000,000 aggregate for personal injury and property damage. Said certificate shall name, **“Clackamas County, Clackamas County Board of Commissioners, Clackamas County Fair Board, their employees and agents as additional insured”**. The certificate shall include the Name the Event, Dates, and Building/Area being used.
- Electricity:** If electricity is needed, please list what kind of service you will need on the agreement.
- Passes:** Exhibitors will have four (4) identification badges per booth for Festival workers. Additional badges are available for \$5.00 each when purchased before the Festival
- Ice:** One complimentary bag of ice per day will be provided. Additional ice for a fee.
- Parking:** Parking is permitted only in the Blue Lot. The front of the Main Pavilion is for loading and unloading only. Please leave the Red Lot for your customers!
- Move-In:** Thursday & Friday 11:00AM to 4:00PM. Contact me with any questions.
- Move-Out:** No vendor will be allowed to begin tear down or move out process until 5:00 PM sharp Sunday. Parking is free during the event.
- O.L.C.C.** *A Special Event Brewery-Public House Application* is required of every booth serving beer. For your convenience, we are enclosing the brewery license application form from the Oregon Liquor Commission. Please fill out your portion and return the form and 2 separate checks made out to OLCC for \$30.00 with your agreement no later than May 1, along with an additional check for \$35 to the City of Canby for their fees.
- Consumption:** **Beer sampling starts at \$1.00 minimum.** All alcohol to be consumed on the grounds must be sold by the glass/mug. Please be advised that breweries and wineries may not open bottles for customers to consume on fairground property. Selling of bottles is permitted, but open bottles are not allowed. Servers in your booth MAY NOT consume alcohol before or during their shift.
- I.D. Check:** Breweries are responsible for checking I.D. at time of service.
- Bottles Disposal:** Exhibitors are responsible for clean up inside their booths and for depositing their garbage into the garbage cans we provide. Our staff will empty the garbage cans as needed. Please recycle bottles you pour or take them with you when you leave.

2012 CANBY WINE, FOOD & BREW FEST PRODUCT INFORMATION LISTING

Business Name _____

Contact Person _____

All different types of products you plan to sell, promote and/or display must be listed below. Applications received without a product list will be considered incomplete and rejected. Once your application has been accepted and a contract issued this will become part of your agreement. No product's may be added or removed without approval of Event Management.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____
16. _____

Authorized Representative

Date

Approved by:

Wine, Food & Brew Coordinator

Date