

HOLD HARMLESS AGREEMENT

The conduct of the exhibit in my assigned area, as well as the security of those items brought to my assigned space, or any other space, is entirely my responsibility. I understand that the role of the Edgebrook is to provide exhibit space and to attract customers to the Edgebrook Event. I will not hold Edgebrook responsible for any loss, personal injury, or damage to my property or my persons or to anyone else or their property.

Also, I agree to the following regulations and understand that violation of any of these regulations may mean the immediate forfeiture of my privilege of exhibiting and/or selling my work without refund of my fee or recourse against Edgebrook. Further, I recognize the right of Edgebrook to enforce these regulations, and be the final arbitrator of any disputes or questions.

Display Times

Exhibitors are required to have their works displayed during all of the scheduled exhibition hours of the Event. Vendors must be completely set up by the event's opening time.

Exhibitor's Work

Exhibitors will only show work in the medium for which they were juried and will show only work that is representative of the type which they submitted with their application.

Restrictions

Conducting a raffle or drawing, hawking of goods, placing advertising outside booth space, or collecting or soliciting money or pledges from any cause.

Booths

Booth assignments are the exclusive right of the Event Coordinator and may be changed at his/her discretion. Items must be at all times kept within the assigned booth space. Booth space use and display must not create any hazard or safety risk. Exhibitor's booth space and the immediate areas around it must be kept clean and left clean following the end of the Event. Event staff shall have the authority to adjust booths for the visual benefit of the entire Event.

Use of Name

Edgebrook has the permission to use the name of the exhibitor and slides/photos depicting the work of the exhibitor for the purposes of promotion and advertising.

Edgebrook

c/o Orput Companies Flr #4

ATTN: Andrea Mandala

1639 N. Alpine Road

Rockford IL 61107

Signature

Date

Edgebrook



Edgebrook is excited to announce our 3rd Annual Edgebrook Arts & Crafts Exhibit-Think. Feel. Design. We would like to offer you the opportunity to participate in this event on Saturday, June 11th, 2011 from 10:00 am - 5:00 pm. Edgebrook is located at 1601 N. Alpine Road in Rockford, Illinois 61107.

Please return the following as soon as possible:

- 1) Entry Form
- 2) Hold Harmless Agreement
- 3) *Registration Fee of \$50 for an approximate 10' X 10' booth space
- 4) Current Certificate of Insurance (or \$20 Certificate of Insurance fee)

Be prepared to have customers walking THROUGH your booth. We ask that you please include photos representative of your work. These photos will be returned to you and may be used for advertising purposes - by sending your pictures, you are permitting their use. Your reservation will be made upon receipt of your registration fee.

If, however, for some reason your work is not accepted, your entry fee and photos will be returned to you immediately.

Plan to arrange and tend your own display areas. Demonstrations are welcomed and encouraged as it is exciting to watch works of art created from scratch. Edgebrook will not be liable for loss or damage to any exhibitor's work during the event. You are required to sign the attached "Hold Harmless Agreement" and return it with your check for registration.

You will be notified that your entry was received. Expect to receive your booth number and location two weeks before the Show.

*Non-refundable (exceptions: with 10 day prior notice or in case of an emergency).

Your canceled check will serve as your receipt for your booth space.

Registration forms *must* be returned no later than May 13, 2011 to:

**Mailing Address:
Orput Companies
ATTN: Andrea Mandala
1639 N. Alpine Road
Rockford, IL 61107**

**PLEASE MAKE CHECKS PAYABLE TO:
EDGEBROOK**

If you have any questions please contact Andrea by phone at 815-398-8957 or email at amandala@orputcompanies.com

2011 Edgebrook Arts & Crafts Exhibit

Think. Feel. Design.

Entry Form

Name:

Email:

Mailing Address:

Website Address:

City/State/Zip:

Phone:

List your form of art/craft/media:

Do you have a tent?:

Do you need electrical?:

Please write additional comments and/or concerns below:

*List your 3 ideal spots below (based on the locations in the space map attached):

- 1.
- 2.
- 3.

*Note: I cannot guarantee to accommodate all requests, but will work hard to do so.

Edgebrook Arts & Crafts Exhibit—Think.Feel.Design Space Map

