



2023 Autumn Alive! Fall Festival

Authors Corner Application Information

October 21, 2023 10 am to 4 pm
Rain Date: October 28, 2023
Application Deadline: October 13, 2023

Quakertown Alive! invites local authors to join Autumn Alive! Fall Festival as a part of our Authors corner tent. Authors corner is shared table space under a communal tent (tent and table provided by Quakertown Alive!). Autumn Alive! offers authors a wide exposure to potential readers. By highlighting authors in our Authors Corner, authors and illustrators can attract new readership and customers for their work.

Show Details

Bringing authors and illustrators together in one location allows us to offer a reduced space rate of \$30 for your space. Authors are welcome to apply for a separate space at the regular vendor rate – separate application.

- Book-signing space will be provided in tents supplied by Quakertown Alive!.
- Space will be approximately 4' x 4' shared tables under a common tent.
- Display materials welcome.
- Please be prepared for an outdoor event, including wind gusts and fluctuating weather.
- Autumn Alive! is a family event and books and display material should be family-friendly.

Refund Policy/Rain Plans

The rain date is Saturday, October 28 from 10 am to 4 pm. If the vendor decides to cancel and does not attend the rain date, even if due to bad weather, the vendor will not receive a refund.

In the event that both dates need to be cancelled by Quakertown Alive! due to weather, we will refund half the vendor fees upon request by letter and a self addressed stamped envelope within 30 days. Any monies not requested to be refunded will be considered a donation to the programs of Quakertown Alive!, a 501 3 (c) non-profit organization.

1. Complete and return the application with your registration fee of \$30 by mail or in person to Quakertown Alive! 314 W Broad Street, Suite 202, Quakertown, PA 18951 by October 13, 2023.
2. Upon receipt of your reservation and reservation fee, we will send you a confirmation email.
3. Final details about Authors Corner will be provided to you by email to your designated contact person the week of the event. Be sure to check your email.
4. On the day of the event set-up will begin at 7:30am. **Your display should be ready for visitors by 9:30 am.** The event ends at 4:00 pm.
5. QUESTIONS: Contact Quakertown Alive! office: 215-536-2273 or gaye@quakertownalive.com
6. **Keep this page for your records.** Complete the second page and return with your fee too:
Quakertown Alive!
314 West Broad Street, Suite 202
Quakertown, PA 18951

The Autumn Alive! festival is brought to you by Quakertown Alive!, a 501(c)(3) non-profit accredited Main Street® organization dedicated to helping revitalize downtown Quakertown.

Tel: 215 -536-2273 - Fax: 215-538-5585 - E-mail: gaye@quakertownalive.com



2023 AUTUMN ALIVE! Fall Festival
Authors Corner Application
October 21, 2023
Rain Date: October 28, 2023
Application Deadline: October 13, 2023

CONTACT INFORMATION	
First Name:	Last Name:
Book Genre:	
Address:	
Telephone:	
E-Mail: Please PRINT legibly	
Web site or Facebook page	

DISPLAY SPACE/ENTRY
[] 4' x 4' \$30

Book Titles or Genre	
1.	4.
2.	5.
3.	

PAYMENT	
Entry fee (Amount remitted)	\$

Payment is due before application can be processed and confirmed. Entry fee/display space fee is returned if application is not accepted.

Liabilities & Permission: I agree to assume all liability for and agree to indemnify and hold harmless all organizations and persons sponsoring, managing or in any other way participating in the Arts Alive! Festival, including, but not limited to Quakertown Alive! and its personnel from any loss, claim, penalty, or lawsuit in any way arising from my/our operation or involvement in the Arts Alive! festival.

Publicity: Please **sign below** to give us permission to use your name & book title(s) to help publicize the event. Acceptance into Arts Alive will not be affected by your participation in this offer. I authorize use of my name and book title(s) for promotional materials and website. By signing below you agree to the Vendor Terms & Conditions attached to this application.

Signature: _____

Return this form, images, and payment to:
Quakertown Alive!
314 W Broad St., Suite 202
Quakertown, PA 18951

Questions: Call 215-536-2273 or E-Mail: gaye@quakertownalive.com



VENDOR TERMS AND CONDITIONS

All vendors applying to participate in an event presented by Quakertown Alive! must agree to the following terms and conditions.

1. Quakertown Alive! reserves the right to accept or deny any vendor application.
2. The event committee will assign space location to the vendors. The committee will take special requests into consideration, but there is NO guarantee. Space assignments are final.
3. All vendors are required to remain open during the entire length of the event.
 - Autumn Alive! – 10AM – 4PM
4. Vendors must adhere to the set-up times. NO early birds.
 - Autumn Alive! set up begins 7:30AM. Vendors must be ready by 9:30AM
 - Food Court vendors MUST be checked in in the triangle parking lot by 8AM
5. It is the sole responsibility of each accepted vendor to obtain all required and appropriate state & local licenses/ permits needed. Food vendors must have licenses on display at their booth. Each vendor also bears the sole responsibility for payment of all taxes pertaining to their operation.
6. All food vendors are required to have \$1,000,000 liability insurance and supply Quakertown Alive! with a certificate naming Quakertown Alive! and the Borough of Quakertown as additional insured by October 1, 2023.
7. Vendors can request an electric hookup. There is an additional \$15 cost for the electric hookup. Vendors MUST bring their own electrical cords.
 - There is a limited amount of electric hookups available. Requests are granted on a first come, first served basis.
8. All structures and sundries (tents, tables, chairs, trash cans, etc...) are to be supplied by the vendor and are the responsibility of the vendor. The set-up **MUST** be secured to withstand changing weather conditions. QA! will have a designated Safety Officer walking the event to check tent weights.
9. Vendors agree to assume all liability for and agree to indemnify and hold harmless all organizations and persons sponsoring, managing or in any other way participating in the Autumn Alive! Festival, including, but not limited to Quakertown Alive! and its personnel from any loss, claim, penalty, or lawsuit in any way arising from operation or involvement in the Autumn Alive! festival.
10. Quakertown Alive! events are family friendly. We reserve the right to decide if a questionable item/ service is allowable at our organization's event. All decisions are final.
11. Quakertown Alive! has permission to share images from the vendors' website and social media. Vendors may also have their and their goods' pictures taken at the event for use on the Quakertown Alive! website and social media.
12. Vendors must agree to abide by the above terms and conditions as well as supplied additional event guidelines. Vendors who do not follow rules set by Quakertown Alive! risk expulsion from the event and being banned at future events.



VENDOR TERMS AND CONDITIONS

APPLICATION AGREEMENT

By signing below, I acknowledge that I have read, understand, and agree to abide by all the general information, procedures, conditions, fees, and instructions set forth in this application.

- I understand that I may be asked to leave the event and my fees not refunded if I do not follow the terms and conditions.
- I understand that failure to adhere to these terms and conditions may result in exclusion from future events
- I agree to indemnify and hold harmless all organizations and persons, sponsoring and managing or in any way participating in the Autumn Alive! Fall Festival, including, but not limited to Quakertown Alive!, the Borough of Quakertown, and personnel from any loss, claim, penalty, or any lawsuit arising from operation or involvement in the Autumn Alive! Fall Arts Festival.

Applicant Signature: _____ Date: _____

Please Print Name: _____

Quakertown Alive! accepts checks, money orders, cash as payment. Checks and money orders should be made payable to Quakertown Alive!.

Quakertown Alive! accepts credit card payment in person or through a phone call. If you intend to pay with your credit/ debit card, understand that your application will not be processed until the transaction is complete.

Method of Payment:

____ Check/ Money Order

____ Cash

____ Credit/ Debit Card

Phone Number: _____

Please send the completed application with payment to:

Quakertown Alive!
314 W Broad St. #202
Quakertown, PA 18951

Questions: Call 215-536-2273 or E-Mail: gave@quakertownalive.com