

Ringin' the Rocks October 18, 2019 Participant and Vendor Info & Application

Send completed application marked Attn: Ringin' the Rocks to:

McKees Rocks CDC, PO Box 808, McKees Rocks, PA 15136, or ringintherocks@gmail.com

Please read all instructions before submitting your application.

Ringin' the Rocks Art & Wine Crawl

Discover the Hidden Gems of Sto-Rox

6 – 9 p.m. on Friday, Oct. 18, 2019

Ringin' the Rocks Art & Wine Crawl is a family-friendly event held on Broadway and nearby streets in Stowe Township. Local merchants, artists, and other vendors from both Stowe, McKees Rocks, or with ties to the Sto-Rox community are welcome to participate. Our mission is to introduce the public to all the great things happening in Sto-Rox. In the future, we plan to expand to include the lower Chartiers business district in McKees Rocks as part of our crawl as well.

Different Ways to Participate

- **Broadway (or nearby streets) Business.** For businesses on or near Broadway in Stowe.
- **Guest Vendor.** This option is for those who don't have a business on or near Broadway but would like to sell their art, craft, food, or other products. You can apply as a Guest Vendor to participate as a guest in a Broadway or nearby street storefront or in a pop-up on the street.
- **Guest Participant.** This option for those who don't have a business on or near Broadway, but would like to provide information about your business or organization or free samples of your products. You can apply as a Guest Participant to participate as a guest in a Broadway or nearby storefront or in a pop-up on the street.

Fees: There's a \$10 Vendor Fee payable to Stowe Township. ***This fee applies to Guest Vendors only.*** It is a Stowe Township requirement. Broadway (or nearby streets) Businesses and Guest Participants do not have to pay the fee. Guest Vendors must provide proof of payment to participate. More info on page 2.

Images: We'll be doing a lot of social media to promote the event. We'll provide the option for you to upload photos of your business, art, products, etc. that we'll use in our posts. We also encourage everyone to promote the event on their own social media pages as well.

Canopies & Displays: Guest Vendors and Participants will provide their own display set-up such as a canopy (for street pop-ups), display panels, tables, chairs, etc. Some of the businesses that are hosting Guest Vendors and Participants may have tables and chairs available to use. ***All businesses, vendors, and participants must be present/open for the entire show.*** No early breakdown/closure allowed without promoter's approval.

Application Deadline: Applications must be received **no later than August 26, 2019**. We're creating a digital and printed map for the public to use at the event. We need plenty of lead-time to produce and distribute it. If we receive your application after the deadline we cannot guarantee that your business/organization will be shown on the map or other print marketing materials.

Email Notification: All correspondence from us will be by email. If you don't have an email address, please provide one that you can access easily. We'll email you upon receipt of your application and again about a week before the event with instructions, directions, parking info, etc. You're required to email acknowledgment of your receipt of these emails. Other communications about the event will also be by email.

Marketing for Ringin' the Rocks: We'll have a large banner over Broadway. We'll distribute color posters throughout Stowe Township and McKees Rocks and beyond. We'll do extensive social media and email marketing. Our first event in June was well attended and we got a very positive response from the people attending.

How to Submit Your Application: Email to ringintherocks@gmail.com, or mail to McKees Rocks CDC, PO Box 808, McKees Rocks, PA 15136, Attn: Ringin' the Rocks.

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Please read all instructions before submitting your application.

Your name/Company name

E-mail address Website

Address City, State, Zip

Cell Phone or best number to reach you. Optional: Alternate phone number

How did you find out about Ringin' the Rocks? _____

Please indicate how you'd like to participate:

- ☐ **Broadway (or nearby street) Business.** I have a business on or near Broadway in Stowe.
- ☐ **Guest Participant.** I will provide information about my business or organization and/or free samples of my products to the public at Ringin' the Rocks. I want to participate as a guest in a Broadway (or nearby street) storefront or in a pop-up on the street.
- ☐ **Guest Vendor.** I will sell my art, craft, food, or other products. I want to participate as a guest in a Broadway (or nearby street) storefront or in a pop-up on the sidewalk I will provide proof of payment for the \$10 Vendor Fee payable to Stowe Township. *This fee applies to Guest Vendors only.*

Wine samples:

- ☐ **I'm interested in providing wine samples to the public.** Ringin' the Rocks is an Art & Wine Crawl. Attendees over 21 can purchase a wristband which allows them to sample wine. Businesses and vendors can give out samples of wine to those with wristbands. We will contact you with details on how to participate.

Volunteer:

- ☐ **I'm interested in volunteering.** We can use all the help we can get! You can put up posters, get the word out on social media, use your graphic design skills, do administrative stuff, and more. We'll contact you with info on how you can help.

Checklist: Please read all instructions on page 1 before submitting your application.

- ☐ **Guest Vendors Only:** Proof of payment of \$10 Vendor Fee to Stowe Township. Email or mail a copy of your receipt or a copy of your vendor permit with this application.
- ☐ **All Participants:** Sign and date the application. Keep a copy for your records. Make sure you checked the box indicating how you want to participate.

Please read and sign: I have read the information and agree to the rules & regulations stated. The undersigned agrees to indemnify and hold harmless, Stowe Township, its Commissioners, Officers, Boards, Commissions, Agents, and Employees, and McKees Rocks CDC, its Officers, Board, Agents, and Employees for any loss or liability which results or is alleged to have resulted from my participation in this event, including any claim arising out of the applicant's entry, acts, or omissions in said festival or any accident, injury, or damage involved therein, including but not limited to attorney fees and court costs. I agree to allow the use of photographs of me and/or my products to be used in publications for promotional purposes (event print media, social media, TV production, advertising). I have read and fully understand these policies. I am an adult and my signature is below.

Signature _____ Date _____