



## ROCHESTER AREA HERITAGE FESTIVAL

P.O. Box 81532, Rochester, MI 48308-1532  
[www.rochesterheritagefest.org](http://www.rochesterheritagefest.org)

**Non-profit organization ACTIVITY "First Time" Participant Agreement**  
**33rd Rochester Area Heritage Festival**  
**Rochester College 800 West Avon Rd – Rochester Hills, Michigan**  
**10:00 am – 6:00 pm, September 25 - 26, 2010**

This Agreement, for the period of Saturday, September 25, 2010 and Sunday, September 26, 2010, shall be between the Rochester Area Heritage Festival Committee (hereinafter referred to as the "Committee") and the "Participant", which is a not-for-profit organization / individual identified as:

Participant: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Organization's Tax ID number \_\_\_\_\_

Designated Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_  
Daytime Evening

Brief description of activity or demonstration including for profit collaboration:

\_\_\_\_\_  
\_\_\_\_\_

Location Preferred: \_\_\_\_\_

(Please be specific or state n/a)

Electricity:      **YES**      **NO**      Water:      **YES**      **NO**

You **must** provide your own outdoor UL Approved extension cords and/or hoses. Quiet generators are allowed which cannot exceed 32 db in noise.

Submission of this Form does not automatically guarantee participation in the Festival. A signed copy will be returned if participation is approved by the Festival Directors.

The Committee and Participant agree to the following terms and conditions:

1. The Committee grants the Participant certain rights, privilege and space during the period of the Rochester Area Heritage Festival (RAHF), as stated above, to sell certain items and/or provide certain activities and for no other purposes or promotion.
2. The cost of the Concession space shall be as follows:
  - a. For the first year only, there will ***not*** be a Fifty Dollar (\$50.00) deposit required to be mailed with this application to: RAHF, P O Box 81532, Rochester, MI 48308-1532. **Applications must be mailed no later than August 15th for possible consideration for inclusion in any advertising and/or Press Release information.**
  - b. The Participant shall contribute ten (10%) percent of net Festival sales or income (after \$500) of a sponsoring organization to the Committee. The deposit as described in paragraph 2a shall be applied as if paid to final report. (The minimum fee, after the first year of participation is \$50.00.) A Gross Sales Concession Report, in a format as prescribed and provided by the Committee, shall be completed and submitted to the Committee, along with payment within twenty-one (21) days of the close of the Festival.
3. It is the responsibility of the Participant to remove all trash generated in the running of their Activity or Concession (i.e. packing waste). During each day, any garbage generated must be bagged and taken to the proper receptacles located throughout the Campus. At the conclusion of setup and the first day, any garbage generated must be bagged and taken to the dumpster as you exit the Campus. At the conclusion of the Festival, any garbage generated must also be bagged and taken to the dumpster as you exit the Campus. Material used in the preparation or cooking process must be contained and disposed of in the proper manner and in the proper container. The Committee will be responsible for disposing of trash generated by the Festival attendees.
4. This Agreement, or any part thereof, cannot be assigned, sublet, or otherwise disposed of without the written consent of the Committee.
5. It is agreed that the Participant shall indemnify and hold harmless the Rochester Area Heritage Festival - Rochester College - City of Rochester Hills and their employees, Committee members, representatives and volunteers as a result of any claim, lawsuit and/or settlement made or filed as a result of Participant participation in the 2010 Rochester Area Heritage Festival and/or as a result of any negligence on behalf of the Participant.

\_\_\_\_\_  
Heritage Festival Committee Rep.,

\_\_\_\_\_  
Date

\_\_\_\_\_  
Participant Rep.,

\_\_\_\_\_  
Date

*Rochester Area Heritage Festival provides an inexpensive and meaningful observance of the area cultural arts and history.*



33rd Annual  
**Rochester Area Heritage Festival**

Rochester College Campus  
September 25 & 26, 2010  
Rochester Hills, Michigan  
10:00 am to 6:00 pm

**WAIVER OF LIABILITY & STATEMENT OF AGREEMENT**

This is to certify that I (we) understand and agree to the following:

The Rochester Area Heritage Festival, Inc. is a not-for-profit organization.

The Rochester Area Heritage Festival, Inc. and its Board of Directors, Rochester College, the City of Rochester Hills, and participating not-for-profit organizations, their directors, employees, and volunteers assume no responsibility for, and I (we) hold them harmless and release them from any liability or responsibility in the event of loss, theft, damage or injury caused to exhibitors, their volunteers, assistants or employees; vehicles, trailers, displays (including, but not limited to tents, tables, chairs and backdrops) and inventory of art and craft items and other items used in connection with the Rochester Area Heritage Festival (RAHF) event and Craft Show & Sale.

I (we) have read the above statements and conditions and agree to these statements.

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PARTICIPANT SIGNATURE

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PARTICIPANT NAME: (PLEASE PRINT)

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WITNESS (SIGN & PRINT NAME)

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DATE

**This form must be signed and returned with the application form or contract.**



## 2010 Rochester Area Heritage Festival

# Rules and Guidelines

*The primary purpose of the Festival is to provide an inexpensive and meaningful observance of our history, patriotism and culture with an emphasis on our area heritage. A second purpose is to provide an opportunity for fundraising by community not-for-profit groups.*

1. Participation is open to all individuals and organizations that support the purpose of the Festival. Participants will fill out an application located on the website [www.rochesterheritagefest.org](http://www.rochesterheritagefest.org) and will gain acceptance by action of the RAHF Board.
2. Policies are set by the RAHF Board of Directors of the Rochester Area Heritage Festival.
3. Dogs are not permitted unless they are marked as a service dog.
4. The Rochester College grounds and facilities are Tobacco-Free. Alcoholic beverages or illegal substances are prohibited on the premises at any time.
5. No overnight camping is allowed by vendors.
6. All motorized vehicles are to be operated in a safe manner and **must be removed from the event areas by 9:30 am. They may not re-enter the event area** until after the **6:00 pm** closing time of the Festival.
7. Concession areas will be set-up in a neat, orderly and timely fashion. They must be cleaned up entirely at the close of the Festival. Trash must be delivered to the main dumpsters upon leaving each day.
8. Cleanliness is to be maintained in and around your concession area, including trash container maintenance.
9. All amplified music or speech shall be kept to a level which does not cause disruption of neighboring activities on the grounds or surrounding residential property.
10. Display cars/vehicles shall not exceed 200 on any one day of the Festival. Cars and concessions must remain in place Festival hours unless the event is officially closed early due to a weather emergency.
11. Electrical generators may not exceed 32 db in noise level.
12. The conduct of all volunteers must be exemplary. Cooperation is necessary to make the Festival enjoyable and a success.
13. Prompt completion of the Gross Sales Report and payment of 10% commission to the RAHF Board's Treasurer by October 30th. Remember that your \$50.00 deposit is part of the total 10% fee and is the minimum fee paid per concession.
14. All strolling sales and any political campaigning including distribution of campaign materials are prohibited during the Festival.

***Any exceptions to the above rules MUST have prior written approval of the RAHF Board and Rochester College.***

**One special weekend each year, the Greater Rochester community  
gathers to celebrate its rich and unique heritage.  
The Rochester Area Heritage Festival is history brought to life!**

Rochester Area Heritage Festival (RAHF) is proud to have partners like:

Sponsors: Meijer, Crittenton Hospital, Karmanos Cancer Institute, The Oakland Press, Community Lifestyles, Oakland County, Guardian Angel Cemetery, Rochester Mills Beer Company, Mind Body & Spirits and City of Rochester Hills

Other support received from: Images by Golden, Rochester College, McGoldrick Consulting, Sterling Printing & Graphics, Rochester Elevator Lawrence Smith, River Crest Banquet Center, Dairy Queen, Jenny's Wild Bean Dips, Whim's Insurance and Rochester Hills' Fire Department & Rochester Hills Parks Department

Not-for-Profits past participants: Brewster Elementary School Community Service Kids, Charlotte's Wings, Chrysler Museum, Historical Commission, Dinosaur Hill Nature Preserve, Friends of Dinosaur Hill, Greyhounds of Eastern Michigan, Kiwanis Club, North Hill Elementary Helpers, North Hill Elementary School Choir, Leader Dogs for the Blind, Oakland County Planning and Development, Oakland County 4-H Proud Equestrian Program, Oakland Township Historical Society, MADD, Rochester Area America PRIDE, Rochester Area Jaycees, Rochester-Avon Historical Society, Rochester Avon Recreation Authority, RARA/SCAMP Program, Rochester Community House, Rochester Grangers Base Ball Club, Rochester Hills Museum at Van Hoosen Farm and Stoney Creek High School Equestrian Club

### **Mission Statement**

*The Rochester Area Heritage Festival strives to promote the appreciation and preservation of our local heritage; to create a free, family-oriented festival atmosphere; and to provide unique fundraising opportunities for community nonprofit organizations.*



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248-601-0394