



# Borough of Green Tree

10 West Manilla Avenue  
Green Tree, PA 15220-3310  
[www.greentreeboro.com](http://www.greentreeboro.com)

412-921-1110  
Fax 412-921-5997

## **OCTOBERFEST 2017**

**Saturday, September 16, 2017 11:00 am – 9:00 pm**

**Sunday, September 17, 2017 Noon – 8:00 pm**

### ***Crafters Agreement***

Green Tree Borough is pleased to announce that the **21<sup>st</sup> Annual Octoberfest** will be held on **Saturday, September 16<sup>th</sup> and Sunday, September 17<sup>th</sup>, 2017**. The Octoberfest Committee is hoping you will be able to participate in this event. This year's Octoberfest will again take place behind Aiken Elementary School on Greentree Road, adjacent to Parkway Center. The hours of the festival are **Saturday, 11:00 a.m. – 9:00 pm and Sunday, Noon – 8:00 pm** concluding with fireworks sponsored by Green Tree Medical Center and Highfield Urgent Care & Imaging.

#### **The following restrictions will be strictly enforced:**

- **NO** items other than those listed on permit will be allowed.
- **NO** store bought or retail items can be sold. Handmade items only.
- **Deposit will NOT be returned if space is not adequately staffed and open during all festival hours.**

Reservations for canopies and the type of craft you will offer will be handled on a first come/first served basis. Applications submitted after **August 1, 2017 will be assessed a \$20 fee. Final applications deadline is August 18, 2017.** Along with the \$60 fee, a deposit of \$50 will be required for the 2017 event, **which will be refunded to you by mail after the event provided all terms of this agreement have been met.** The Committee reserves the right to give final approval on all applications. All applicants will receive written confirmation of approval for a space once the Octoberfest Committee reviews their application. A permit will be issued explicitly stating what will be permitted during the festival. The committee is attempting to prevent the duplication of the same crafts.

**The Octoberfest Committee will assign canopy placement and location.** All canopies supplied by the Committee will be open. Side panels are available at an extra charge as listed on the application. Because of staging, the committee reserves the right to change canopy details. **Canopies must be adequately staffed and open during all festival hours.** Vendors are required to provide their own tables, chairs and other equipment.

Vendors agree to keep the assigned rental space, canopy and surrounding area free of trash and debris. All trash must be bagged and placed in front of the canopy at the end of the night for disposal. Recycling of certain items will be required. More details will be given at the time the permit is issued.

**Set-up will begin after 4 p.m. on Friday, September 15, 2017.**

## Crafters Application

A Craft Vendor is defined as someone with the skill, dexterity, adroitness and creativity to assemble or manufacture interesting items for resale. **(No store-bought items can be sold as crafts).** All applicants will receive written confirmation of approval for a space once the Octoberfest Committee reviews their application. A permit will be issued explicitly stating what will be permitted during the festival. The Committee reserves the right to ask for removal of questionable items for sale during Octoberfest.

**The cost for a 10 x 10 space is \$ 60.00 and includes lighting. Canopies are available for an additional \$50 each.** A deposit of \$50 is also required, which can be included with your fee. **Make checks payable and forward to: Green Tree Borough, 10 W. Manilla Ave., Pittsburgh, PA 15220**

Canopies are 10' X 10' with no sides. Sides are available for an additional \$10.00. Due to staging, the Committee reserves the right to change canopy requirements. Lighting is included in this cost. Any additional furniture, shelves, displays, etc. must be provided by crafter. **Electric will not be provided unless requested.** If electric or plumbing is required, you must indicate so on application

Applications submitted after **August 1, 2017 will be assessed a \$20 fee. Final applications deadline is August 18, 2017.**

Please complete the application below and drop it off or mail along with your check made payable to Borough of Green Tree to Borough of Green Tree, 10 West Manilla Avenue, Pittsburgh, PA 15220.

If you have any questions, please call Janice Adamski at the Green Tree Borough Administrative Office (412) 921-1110 or email at [OFest@GreenTreeBoro.com](mailto:OFest@GreenTreeBoro.com).

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### CRAFTER

**Vendor Fee: \$ 110.00 (prior to August 1, 2017) \$130 (after August 1, 2017)**

(includes deposit)

(Canopies add'l \$50.00 plus \$10 additional per side)

Type of Craft: \_\_\_\_\_

Canopy Needed? Yes \_\_\_\_\_ No \_\_\_\_\_ Sides Needed? Yes \_\_\_\_\_ No \_\_\_\_\_ Quantity \_\_\_\_\_

Special Requirements: (electric, lighting, water, etc.) \_\_\_\_\_

\_\_\_\_\_

**If electric needed for what? \_\_\_\_\_ How much voltage required? \_\_\_\_\_**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_ E-mail: \_\_\_\_\_

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

\_\_\_\_\_

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

**By my signature below, I agree to terms as listed on this agreement and application.**

**By: \_\_\_\_\_ Date: \_\_\_\_\_**