

**WHEN:**

Saturday May 13, 2023

12:00pm – 5:00pm

**LOCATION:** MONTAGE MOUNTAIN RESORTS**CONTACT:** TylerC@MontageMountainResorts.com**PHONE:** 570-969-7669 ext. 108**Spring Wine Festival Vendor Information**

Flowers in bloom, warmer weather ahead, and rosé all day! Shake off your Winter woes it's time for the Spring Wine Festival on Saturday, May 13th 2023. Enjoy a day out on the mountain sampling, sipping, and shopping for your favorite wines from some of the best Pennsylvania wineries around. Accompanied with tasty treats, local vendors, and live music it's the perfect way to start off the Spring season. This year we'll have a GA session from 1pm-5pm, or you can beat the crowd with VIP entry from 12pm-1pm! Mark your calendars, bring your corkscrews, and we'll see ya there!

**Partnership**

Vendors will be selected and announced after the application process is finalized. A limited number of vendors will be selected to participate in this year's festival allowing for good product variety and maximized vendor profitability. Vendor load-in will take place at 9:00am the day of the event, or any time after noon the day before. Generators or any other fuel/gas/burning equipment are not allowed indoors. Outdoor generators must run quiet and vent away from the festival grounds. Load out will be limited to 60 minutes after the event.

Each vendor will be provided with two (2) festival wristbands and two (2) tasting glasses. Vendor staff are required to be 18+ years of age and must be 21+ to receive the items listed above as well as participate in any samplings.

Vendor staff and affiliated parties must be present throughout the festival and must adhere to the guest service standards Montage Mountain puts in place. All members of the event, regardless of company or affiliation, agree to work toward the overall success of the event as a whole and understands that experience as a whole is more valuable than the sales at any single booth.

Partnership is very important to the team at Montage Mountain. We ask that vendors of all types help in promoting the event in shops, social media, and through word of mouth. Options are available to sell tickets to the event through consignment at no cost upfront. Vendors with the interest and ability to promote the event with us get preference in future considerations and festival placement.

**TERMS & CONDITIONS**

**Please complete the enclosed application and return it no later than April 3, 2023.**

All applications received will be reviewed, and management reserves the right to accept/deny participation in the event for any or no reason at all.

Applications will be reviewed based on a number of criteria including but not limited to completeness, previous event involvement, marketing reach, vendor variety, timeliness of application, ability to provide equipment, and clarity of information. When listing "products offered" it is important to be thorough and detailed as your mix influences participation in the event and provides information for festival marketing leading up to the event.

An accepted application is commitment to the festival and no refunds will issued in the event participation falls through. If an application is not accepted, the vendor fee will be returned at that time. Your check will not be cashed until your application has been accepted by the festival organizers.

Electricity and other supplies are available on a limited basis and must be requested on your application. Management reserves the right to deny requests due to limited availability. Please include all fees when returning your application.

Vendors are responsible for collecting PA State Sales Tax on all applicable items.

# SPRING WINEFEST VENDOR APPLICATION

APPLICATION DEADLINE: April 3, 2023

MAIL THIS APPLICATION AND PAYMENT TO:

Spring Winefest Application  
1000 Montage Mountain Rd  
Scranton, PA 18507



## COMPANY INFORMATION

COMPANY NAME (to appear on listing) \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

Contact Name: \_\_\_\_\_ Tax ID: \_\_\_\_\_

BY SIGNING THIS CONTRACT, I ACKNOWLEDGE THAT I HAVE RECEIVED AND READ ALL THE RULES/GUIDELINES AND AGREE TO ABIDE BY THOSE SET FORTH HEREIN.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## PRODUCT INFO

ITEMS TO BE OFFERED: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PLEASE NOTE: ONLY THE PRODUCTS LISTED MAY BE DISPLAYED AND SOLD. MANAGEMENT RESERVES THE RIGHT TO PROHIBIT SALE OF ANY PRODUCT(S) NOT LISTED ON THIS CONTRACT.

## BOOTH & PAYMENT INFORMATION

| <u>SPACE RENTAL FEE</u>                        | <u>ELECTRICITY</u>                      | <u>SUPPLIES</u>                    | <u>PAYMENT</u>   |
|--|---|------------------------------------|--|
| <input type="checkbox"/> 8' X 3' SPACE \$150   | <input type="checkbox"/> None \$0       | ___ 8FT TABLES \$10 ea.            | <b>TOTAL: \$ _____</b><br><b>MAKE CHECK PAYABLE TO:</b><br>SH PROMOTIONS |
| <input type="checkbox"/> 10' X 10' SPACE \$250 | <input type="checkbox"/> 5A 110V \$50   | ___ CHAIRS \$5 ea.                 |  |
| <input type="checkbox"/> 10' X 20' SPACE \$350 | <input type="checkbox"/> 50A 220V \$100 | ___ LINENS \$25 ea.                |  |
| <input type="checkbox"/> FOOD TRUCK \$300      | ___ EXT.CORDS \$5 ea.                   | <input type="checkbox"/> ICE \$50  |  |
|  |   | <input type="checkbox"/> WIFI \$15 |  |

**\*\* ONE MILLION DOLLAR LIABILITY INSURANCE MUST BE CARRIED - CERTIFICATE OF INSURANCE MUST BE PROVIDED \*\***

PLEASE INCLUDE A COPY OF YOUR COI WITH YOUR APPLICATION & PAYMENT, LISTING "SH PROMOTIONS. LLC – 426 MULBERRY ST SCRANTON, PA 18503 AS ADDITIONALLY INSURED.

## ADMIN USE ONLY

MONTAGE MOUNTAIN REPRESENTATIVE: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURES DENOTES ACCEPTANCE OF THIS CONTRACT.



## SPRING WINEFEST PERMITS & LICENSES

The following indicates the permits necessary to submit to Montage Mountain. Please note: Montage Mountain reserves the right to discontinue partnership with any vendor if permits are not submitted, without refund. See requirements here:

All Vendors: Valid Certificate of Insurance

Wine Vendors: PA LCB Exposition Permit

Wine & Food Vendors: City of Scranton Mobile/Pop Up License

### Certificate of Insurance (ALL VENDORS)

Listing MONTAGE MOUNTAIN RESORTS, LP as additionally insured

Certificate of Insurance Verbiage: Your insurance certificate should read as follows:

**SH Promotions, LLC**  
**426 Mulberry Street**  
**Scranton, PA 18503**

The Certificate Holder includes:

**[MMR GENERAL, LLC], [WSJ MONTAGE INVESTORS, LLC], [WCP MONTAGE INVESTORS, LLC], [MONTAGE MOUNTAIN MANAGEMENT, LLC], [ADMIRAL MANAGEMENT SERVICES, LLC], and [P&D CAPITAL, LLC]** as additionally insured.

*A valid COI MUST be handed in at the time of application and before the application is considered valid. Vendor spots will not be reserved or marked on our festival map until the COI is turned in and the application is complete.*

### Pennsylvania Liquor Control Board Exposition Permit (Wineries Only)

An exposition permit must be granted to the licensee for use at Montage Mountain Resorts, LP. The approval of an Exposition Permit is subject to all the LCB's conditions and restrictions.

Please obtain a permit from the Pennsylvania Bureau of Licensing:

**Bureau of Licensing**  
**Northwest Office Building**  
**Harrisburg, PA 17124**  
**717-783-8250**  
**Lcb.pa.gov**

### City of Scranton Mobile/Pop Up Vendor Permit (Wineries and Food Vendors Only)

A Mobile/Pop Up Permit must be granted to the licensee for use at Montage Mountain Resorts, LP in the city of Scranton. The approval of an Mobile/Pop Up Permit is subject to all the city of Scranton's conditions and restrictions.

Please obtain a permit from the City of Scranton:

**Mary Foley**  
**City Hall Dept of Licensing & Inspections**  
**340 North Washington Ave**  
**Scranton, PA 18503**  
**570-348-4193 ext. 4522**