



WHEN:

SATURDAY SEPTEMBER 30, 2023

VIP: 12:00pm until 5:00pm

GA: 1:00pm until 5:00pm

LOCATION: MONTAGE MOUNTAIN RESORTS

CONTACT: TylerC@MontageMountainResorts.com

PHONE: 570-969-7669 ext. 108

Fall Wine Fest Vendor Information

Montage Mountain Resorts is set to host the sixth annual Montage Mountain Fall Wine Festival on Saturday September 30, 2023! We'll be featuring top Pennsylvania Wineries to sample from 100s of wine varietals while enjoying live entertainment, unique cuisines, and retail vendors setup around the resort. Guests can take advantage of our "Wine Check" & pick up your wine purchases near your car when exiting festival... "Hands free is the way to be!" Wine Check is available for those purchasing 3 or more bottles from the same vendor.

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.

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 August 1, 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. All vendors must be present for the full duration of both sessions. 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. Wine check is only available for vendors using cardboard boxes.

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



Fall Wine Fest VENDOR APPLICATION

APPLICATION DEADLINE: August 1, 2023

MAIL THIS APPLICATION AND PAYMENT TO:

**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.	TOTAL: \$ _____ MAKE CHECK PAYABLE TO: 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

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MONTAGE MOUNTAIN REPRESENTATIVE: _____ DATE: _____

NAME: _____ TITLE: _____

SIGNATURES DENOTES ACCEPTANCE OF THIS CONTRACT.



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