

**Fall Festival
Exhibitor Application
2025**



**Fall Festival at the Rosamond Gifford Zoo
Saturday and Sunday, October 4-5, 2025
Exhibitor Application**

Please submit a copy of your logo in JPG, PNG, or Vector format with your completed application to Olivia Fottrell at ofottrell@rosamondgiffordzoo.org

Application Deadline: September 15, 2025	Event Date: October 4-5, 2025 Time: 10:00am – 3:00pm
Event Coordinator: Olivia Fottrell and Chris Omolino	Contact: 315-435-8511 ext.8518 (Olivia) or 8528 (Chris) ofottrell@rosamondgiffordzoo.org or comolino@rosamondgiffordzoo.org

Exhibitor Information

Company Name:		Event Contact Name:	
Company Description/Type:			
Address:			
City:		State:	Zip:
Phone:		Email:	
Website:			
Power Requirements:			

Exhibitor Sales Information

Items for Sale – please include prices:

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Agreement

1. All set-up times will begin between **8:45am** and **9:30am**.
2. No Exhibitor may begin teardown before **3:00pm**. On the day of the event all Exhibitors must complete teardown by **4:30pm**.
3. Exhibitor booths will consist of **one six foot table and two chairs**. Exhibitor must supply additional equipment if required, for example: Tents, extension cords, linens, pens, paper, photo copies or av equipment.
4. The event will be held rain or shine. We consider this application as a commitment to the zoo and this event.
5. Tents must be framed and supported by weights, not staked.
6. Set-up times for drive-in unloading will be assigned to each Exhibitor by the Event Coordinator, and will be strictly adhered to. Exhibitor must unload all materials that need to be transported by vehicle at the assigned set-up time.
7. In the event Exhibitor misses assigned set-up time, he will not be allowed to bring trucks or trailers into his assigned booth location.
8. The Exhibitor is expressly prohibited from selling, subletting, assigning, and transferring its booth space to another party. Any such sale, sublet, transfer, or assignment shall be deemed a cancellation of Exhibitors registration.
9. The Zoo reserves the right to choose all vendors. The decision will be final any Exhibitors not granted participation rights will be notified immediately.
10. Except for those being used as a booth, all trailers and trucks must be driven off site by the end of the Exhibitor's assigned set-up time. No vehicles or trailers are allowed at the booth site.
11. All Exhibitors are required to park cars, trucks, and trailers not serving as a stall/booth at the Main lot.
12. Exhibitor is responsible for all labor for and at his booth locations, including setup and teardown.
13. Exhibitor is required to take reasonable care to avoid damaging Zoo property in setting up and tearing down.
14. Exhibitor shall operate and maintain booth activity during the event times.
15. All signs and banners must be contained inside the Exhibitor's station.
16. Exhibitor agrees to pay the \$50.00 per day exhibitor fee as a donation to the zoo for being allowed to execute sales on zoo property.

Payment Information

\$50 Exhibitor Fee will be paid by Credit Card Please call Olivia Fottrell at (315) 435-8511 x8518	<input type="checkbox"/>
\$50 Exhibitor Fee will be paid by mailing a check to the following address: Friends of the Rosamond Gifford Zoo Development Office 1 Conservation Pl Syracuse, NY 13204	<input type="checkbox"/>
\$50 Exhibitor Fee will be paid by invoice sent to email listed on application (page 1)	<input type="checkbox"/>

*Exhibitor Fee must be paid in full before 10am on October 2, 2025.

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Indemnification

The Exhibitor shall release, indemnify, and hold the Friends of the Rosamond Gifford Zoo and all organizers harmless from any and all liability, claims, suits, actions, damages, settlements and expenses, including reasonable attorney's fees, arising out of injuries to persons or damages to property directly and exclusively resulting from said Exhibitor's actions and participation in the Event. The Friend of the Rosamond Gifford Zoo or any subsidiary thereof will not be responsible for any kind of injury sustained by participants or guests while in agreement. By signing this release and request, I agree to follow all rules and policies as outlined in these documents and/or any addendum thereto. I understand that the signing and submission of this application implies understanding and consent to the conditions set forth herein. Failure to comply with the event rules and regulations at any time will automatically terminate my participation and result in the loss of my application.

☐ I agree and accept the stated terms and conditions outlined in this document.

Signature:	Date:
Name (Print):	