



2022 WONG (Retail) Vendor Application

Vendor Name:
Contact Name:
Cell Phone:
Email:
Address, city, State, Zip:
Day of Event Contact & Phone:

Logistics:

Please describe your set-up including dimensions:

Size & Type of Display: _____

of Locations: _____

Amount Due: _____

Please include here or attach the details of your sale items and prices.

*Your location must display the name of the business and a POSTED price sheet of approved items.
No substitutions without prior notification.*

Thank you.

DIRECT APPLICATIONS, PAPERWORK AND QUESTIONS TO:

Tina Talton ~ Wings Over North Georgia, LLC
P.O. Box 789, Rome, GA 30162 ~ 706.291.0030
Tina@WingsOverNorthGeorgia.com



Vendor (Retail) Information & Terms of Participation

GENERAL INFORMATION:

- **Show Dates:** Saturday, October 15 and Sunday, October 16
- **Date:** Vendor Set-Up Day - Friday, October 14, 2022
- **Show Hours of Operation:** 9:00 AM – 5:00 PM Saturday and Sunday
- **Event Location:** 304 Russell Field Rd., NE, Rome, GA 30165
- **Projected Attendance:** 30,000+ for the weekend
- **Event will be held rain or shine, excluding Acts of God.**

BOOTH SPACE & FEE:

- \$1,200* per Booth – (Up to 15') - *Payment due to secure your space (*non-refundable*)
If additional space is needed per booth, a customized price will be provided.
- Vendors must be self-sufficient with all necessary equipment needed to conduct their business; tables, chairs, tent (*if applicable*), weights and electricity. You must use a “quiet” generator and all power cords must be secured and taped down. You are responsible for your own payment system and have enough change to manage the event.

PAYMENT:

- Must be included with the application once approved.
- Credit card (*all accepted, 3% cc fee*)
- Make checks out to *Wings Over North Georgia*
- Payment will not be secured until notification of acceptance is made.

APPLICATION:

- Deadline for applications is July 29, 2022, and/or based on availability.
- Application must be complete with the required items and payment submitted for consideration.
- Selection and approval will be the sole discretion of WONG. Selection of vendors is based, in part, on items offered (*we limit categories*), as well as value to our attendees, with preference given to vendors that offer unique and reasonable prices.
- Once the Vendor Space is full, you may be placed on a waiting list.

CANCELLATION POLICY:

There are no cancellations, rain dates or refunds due to weather or air show accidents, etc.

IMPORTANT DATES:

Sunday, July 31, 2021	Application Process Closes
Monday, September 26, 2022	(COI) Insurance Certificate Due
Friday, October 14, 2022	Vendor Set-Up Day (8:00 AM – 4:00 PM)
Saturday, October 15 - Sunday, October 16	Show Days
Sunday, October 16, 2022	Vendor Tear Down (After 6:00 PM)

VENDOR WORKER PASSES & PARKING:

- Each booth will be furnished (4) Weekend Vendor Passes and (2) Vendor Parking Passes
- Additional Passes are available for \$15.00 each (*must be purchased prior to show weekend*)
- There is a designated parking area which you will be shown at check-in. You are responsible for picking up the packet and distribute your passes to your respective workers.

NO GUARANTEE OF RESULTS:

- While we are committing a significant effort toward the promotion of this airshow within means, WONG does not guarantee any results from vending, nor does it guarantee the number of attendees.

Signature: _____ Date: _____



Vendor Rules and Regulations

BOOTH GUIDELINES

- **Sale Items:** Event management & sponsoring entity has the right to accept or reject any applications & reserves the right to refuse items being offered by vendor. All applications will be reviewed and accepted on these guidelines. If you have listed items that are not accepted, you will be notified of what items were accepted. No items may be sold unless first approved by the air show management. Vendors may not either sell or distribute free food and beverage to airshow attendees.
- Vendors must be self-sufficient with all equipment needed to conduct their business; tables, chairs, tent (*if applicable*), weights and electricity. You must use a “quiet” generator and all power cords must be taped down. You are responsible for your own payment system and change needed for the weekend.
- Your location must display the name of the business and prices POSTED of your approved items. No substitutions without prior notification.
- Your organization must adhere to professional business behavior, attire, and cleanliness. The Vendor and/or his agents will not attempt to solicit in the common areas and/or in such a manner as to infringe on the ability of other Vendors to conduct their operations.
- **Note:** The Vendor agrees to keep the rented space occupied by a representative during all the posted hours of the show. Airshow hours of operation: Saturday, 10/15 and Sunday, 10/16, 9:00 AM – 5:00 PM
- Absolutely no rights to exclusivity are granted or implied to vendors at this event. Where necessary, every effort will be made by air show management to keep similar or like vendors minimized and/or separated in different areas within the show venue.
- **Security:** You are responsible for the contents in your booth. WONG will have security patrols 24/7 throughout the event activities, although Wings Over North Georgia Air Show is not responsible for any loss that you may incur.
- **Set Up, Load In & Parking Instructions:** The Richard B. Russell Regional Airport facility is located at: **304 Russell Field Rd., NE, Rome, GA 30165**
Vendor set-up is on Friday 8:00 AM–4:00 PM. Vendors will check-in at the Vendor Check-In and be directed to your booth location. During the show, once you have unloaded your trailer, tent, equipment, and merchandise; you **must** relocate your vehicle from the air show ramp area to the reserved vendor/exhibitor parking areas as you will be instructed for each day of the show. You will need to inform your workers.
- **Clean Up Requirements:** Each vendor must keep their booth area clean of all waste. You will be fined \$300 should your area be left in disrepair upon your departure. This will also exclude you from an invitation to return.

Insurance: It is required that you carry minimum \$1,000,000 liability insurance to protect yourself, Russell Regional Airport & Wings Over North Georgia, LLC against loss, injury, or property damage while vending your wares at the air show. This certificate is due to the WONG office by September 26, 2022.

Please have your insurance company provide us the certificate with the following verbiage below included on the certificate under the “Additional Insured” box:

**Wings Over North Georgia, Russell Regional Airport, Floyd County, its employees, volunteers, and elected officials
304 Russell Field Rd., NE, Rome, GA 30165**

Signature: _____ Date: _____



Vendor Hold Harmless Agreement

I AGREE TO ABIDE BY THE RULES AND REGULATION ESTABLISHED by JLC AIRSHOW MANAGEMENT, LLC, and WINGS OVER NORTH GEORGIA. The Richard B. Russell Regional Airport, Wings Over North Georgia, Floyd County, the City of Rome, its officers, agents, elected officials, employees, volunteers, and other representatives shall not be held liable for and hereby released from liability from any damages, loss, harm or injury to the person or property of the vendor or any of its officers, agents, employees, volunteers, and other representatives, resulting from theft, fire, water, weather, accident or other reason. The vendor shall indemnify, defend, or protect Richard B. Russell Regional Airport, Wings Over North Georgia and hold harmless from all claims, demands, suits, liability, damages, loss expenses, attorney fees and expenses or any other nature which might result from or arise out of any action or failure to act on part of the vendor or any of its officers, agents, employees, volunteers or any other representatives. By my signature below, I agree to the above statement. Further, I hereby grant full permission to Wings Over North Georgia or authorized agents to use any photographs, videos, recordings, or any other record of this event for any legitimate sales, marketing and promotional purposes.

Signature: _____ Date: _____
(APPLICATION WILL NOT BE ACCEPTED WITHOUT SIGNATURE)

Print Name: _____

On Site Contact and Phone Number: _____

WONG Signature: _____ Date: _____

