

Rivertown Hops August 5, 2017



Beer Stand Holder Event Information and Application

Rivertown Hops is coordinated by the Susquehanna Valley Chamber of Commerce, a 501(c)(6) nonprofit organization. Proceeds from this event will benefit the mission of this organization.

Application Deadline and Confirmation: Registration forms will be accepted until **June 30 as space allows**. We do not accept home brewers. Vendors will receive confirmation of their assigned space via email. **Spaces will be approximately 15' long, enough space to accommodate a canopy. Additional walking space will be allocated around each stand.** A grid showing the approximate location of these spaces will be posted on the SVCC website. Knowing your space will facilitate the set-up process.

Event Logistics: This event is open to the public. Participants are welcome to patronize the food vendors, selecting and paying for the menu items of their choice.

Tickets to sample the brews will be sold in advance and limited to the first 2000 people. These individuals must produce proof of age and will wear an event wristband provided at the SVCC booth. **Only these individuals may sample the brews.** Please be sure your servers verify that the participant has both an event wristband and an event glass before serving. The ticket price affords these individuals free sampling during the event as long as it is deemed safe by the servers. No alcohol will be sold during the event separate from the ticket fee.

In addition to the event glass that comes with the ticket, participants will have the opportunity to purchase either an event stein or an event pilsner glass. Each of these will come with tickets for two (2) fills. When participants who have purchased one of these packages request a fill, please verify that they have an event wristband and request their ticket before filling the container. Participants with these glasses who do not have a ticket may have already taken advantage of their two fills. Those who purchased one of these packages and have the necessary items but who appear visibly intoxicated may be refused regardless of the number of remaining tickets that they possess.

Arrival and Tear Down: Please begin arriving after 1:30 p.m. Food and beverage vendors need to finish set up before **3:30 p.m.** so that all is ready before we begin allowing patrons to enter the event area. Vendors arriving after 3:00 p.m. may not be placed. Once all stand supplies are unloaded, vendor vehicles must be moved to the assigned parking area for vendors. The vendor designated parking location will be communicated prior to the event. New to 2017 **Rivertown Hops will run from 4:00 p.m. - 8:00 p.m.** Participants will be admitted beginning at 3:30 p.m. but no serving may begin before 4:00 p.m. Beer vendors must provide their own canopy, additional tables needed, and other stand accoutrements for this event.

Vendors may not tear down before 8:00 pm. Tear down, which must be completed by 9:00 pm, includes a thorough clean-up of your area. Please tear down cardboard boxes and stack them next to the trash bins, not in them. Do not dispose of trash, etc., on borough streets. Failure to comply may jeopardize future participation in SVCC events.

In summary: 1:30 pm to 3:30 pm - Event set up
 4 pm to 8 pm - Craft beer, music, and food
 8:00 pm to 9:00 pm - Event tear down

Event PR: Vendors selected to participate in this event will be included in advance PR as media allows. Limited exposure on the SVCC digital sign and in event advertisements may be afforded to our vendors. Your name and logo will appear on our web site with a link to your site.

Cancellation Information: The event will be held rain or shine, wind or heat. Failure to appear or early withdrawal will jeopardize your participation in future events.

Contact Information: Have questions? Contact Monique Dickerson at the Susquehanna Valley Chamber of Commerce and Visitors Center. Email svcc@PaRivertowns.com or call (717) 684 - 5249.

Directions to the Event: *GPS users should* enter this physical address: **400 Locust Street, Columbia, PA 17512.**

From the West (York area)

- Rt. 30 E to Columbia/Marietta Rt. 441 exit
- Turn right onto Linden St
- In less than ½ block, turn left onto Fourth St

- Proceed to the intersection of Fourth and Locust St; volunteers will direct you from this point.

From the East (Lancaster area)

- Rt. 30 W to Columbia/Marietta Rt. 441 exit
- Turn left onto Rt. 441 (Third St)
- At the second traffic light, turn left onto Rt. 462 (Chestnut St)

Applying At-a-Glance

Breweries Provide for the event...

- Completed application
- Certificate of general and liquor liability insurance in the amount of \$1,000,000 naming SVCC and Columbia Borough as additional insureds as listed below.

SVCC	Columbia Borough
445 Linden St	308 Locust St
Columbia, PA 17512	Columbia, PA 17512
- Trained wait staff (maximum of 4 as brew vendors) to serve
- Signed agreements for each of your servers
- A minimum of two (2) half barrels with a minimum of 2 styles of beer
- Tapping equipment, tubs, and CO₂
- 10 x 10 canopy/tent
- Permission to use logo

SVCC Provides to Breweries...

- Check for \$125 per half barrel (maximum of 3 per brew vendor) payable within two weeks of the event date
- Ice (approximately 60 lbs.)
- Three (3) complimentary tickets in addition to the server badges
- Three (3) event glasses
- One (1) 8' table
- Three (3) chairs
- One (1) event shirt
- Listing on SVCC website and Facebook page with links to each brewery's page



Susquehanna Valley
CHAMBER OF COMMERCE

Rivertown Hops
Beer Vendor
Saturday, August 5, 2017
4 PM to 8 PM

CONTACT NAME: _____
 BREWERY NAME: _____
 PHONE: _____ EMAIL: _____
 STREET/BOX : _____
 CITY: _____ STATE: _____ ZIP: _____

Please list the names of the beers that you plan to serve. Brewers should provide a minimum of two (2) varieties in 15.5 gallon kegs but are invited to include a third brew.

Beer Number 1: _____
 Beer Number 2: _____
 Beer Number 3 (Optional) : _____

OFFICE USE ONLY	
Space Assigned	_____
Date Form Received	_____
Compensation Due	_____
Date Check Mailed	_____

Brewery Representatives

Please provide the names and cell numbers for these individuals. This information may be provided or updated closer to the event. A maximum of four (4) designated servers will be accepted.

1. _____
2. _____
3. _____
4. _____

I have read and understand all vendor information provided in this document and agree to comply with all rules and procedures listed therein. I will provide servers trained in responsible beverage service for my stand, and I will submit signed forms from each server. I am solely responsible for the prudent and responsible dispensing and consumption of alcohol by all persons at my stand. I will not allow persons under the age of 21 to dispense or consume alcohol at my stand during Rivertown Hops. I will comply with all laws in relation to the consumption of alcoholic beverages, including but not limited to, obtaining any necessary insurance coverage. I certify that I have full legal power and authority under Pennsylvania law to participate in Rivertown Hops, and I will act at all time in compliance with applicable Pennsylvania laws.

I willingly and knowingly agree to release and further to make no claim against, nor sue, Susquehanna Valley Chamber of Commerce (SVCC), Columbia Borough, together with their respective officers, directors, members, volunteers, sponsors or employees, together with their heirs, executors, administrators and assigns, for any or all claims, causes of action, liability, loss, damage, theft of property, death, or any injury which may be incident to, arise from, or be in any way connected with Rivertown Hops. I further agree to indemnify and hold harmless SVCC and Columbia Borough from and against all claims.

This agreement extends to the brewery together with their employees. Guests, invitees or volunteers, their heirs, executors, administrators and assigns.

(signature required)

**Susquehanna Valley Chamber of Commerce and Visitors Center
 445 Linden Street PO Box 510
 Columbia, PA 17512**

(717) 684 - 5249 · www.PaRivertowns.com · svcc@PaRivertowns.com