



**2018 Regatta Marketplace**  
**Event Dates:** August 3-5, 2018  
**\*NEW\* Location:** Point State Park Overlook,  
601 Commonwealth Place  
Pittsburgh, PA 15222

EQT PITTSBURGH THREE RIVERS REGATTA VENDOR APPLICATION

PLEASE RETURN TO:

Samantha Moyer [samantha@lionhearteventgroup.com](mailto:samantha@lionhearteventgroup.com)

**\*\*Please submit this form only (along with any product photos or information) via email. Upon acceptance, we will request that you provide certificate of insurance and payment.\*\***

**Vendor Name** (Please Print) \_\_\_\_\_

**Contact Person** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Email** \_\_\_\_\_

**Website** \_\_\_\_\_

**Facebook** \_\_\_\_\_ **Instagram** \_\_\_\_\_ **Twitter** \_\_\_\_\_

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Required Space:**

\_\_\_\_\_ 10' x 10' - **\$550**

\_\_\_\_\_ 10' x 20' - **\$900**

**Vending requirement(s):** (Please circle)

**Table & Chairs:** YES / NO Provides (1) 8' table and (2) chairs: **\$10**

**\*\*Electric:** YES / NO Additional fee per applicant: **\$50**

If yes, indicate need: 110 volts / 220 volts \_\_\_\_\_ Total watts \_\_\_\_\_ Total amps

**\*\*There is limited electric access overnight. Electric spaces are filled in order of application receipt. Not all vendors will have access to electrical service. Vendor must provide 3-pronged outdoor extension cord (at least 200 feet) and an outdoor power strip. THERE IS NO HARDWIRING; all vendors must have the proper pigtailed to plug directly into the electrical box.**

**Other:**

- Please list all products/merchandise, and be specific. Attach additional document, if necessary. Only approved products may be sold/distributed/exhibited.
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- Please include a photo of product or booth.
- **Please review & complete entire application.**

**PENDING ACCEPTANCE, THIS APPLICATION FORM IS DRAWN TO CONFIRM ARRANGEMENT'S FOR VENDOR'S ENGAGEMENT AT THE EQT PITTSBURGH THREE RIVERS REGATTA INTENDING TO BE LEGALLY BOUND HEREBY, LIONHEART AND ARTIST AGREE TO THE FOLLOWING**

VENDOR agrees to fully adhere to all LIONHEART production schedules and deadlines. VENDOR agrees that the sale or distribution of literature and promotional items are prohibited at the engagement, without prior written approval of the LIONHEART.

All checks should be made payable to LionHeart Event Group, LLC dba Pittsburgh Three Rivers Regatta, and sent to LionHeart Event Group, LLC, at its address at P.O. Box 11025, Pittsburgh, PA 15237. Space will not be reserved until full payment is received. Cancellation refund of 50% may be made if notified prior to July 1<sup>st</sup>, 2018. PLEASE NOTE: A LATE PAYMENT FEE OF 1.5% PER MONTH WILL BE ADDED ON TO ANY OVERDUE BALANCE. Should VENDOR not make final payment by July 1, 2018, Event Manager at its discretion, may terminate this Agreement and, the parties agree, retain all sums paid hereunder as liquidated damages. If such termination were to occur, Event Manager would have no duty to provide Vendor Space to Vendor. In the event the Event Manager chooses to accept payment after July 1, 2018, Event Manager shall have the right to the above interest before providing Vendor Space.

VENDOR shall, in connection with the Event, agree to carry comprehensive general liability coverage with a minimum limit of \$1,000,000 per each occurrence. VENDOR shall provide LIONHEART with a Certificate of Insurance naming the following as additional insured no later than July 1, 2018.

Additional insureds are subject to change.

1. Pittsburgh Three Rivers Regatta, Inc.
2. LionHeart Event Group, LLC
3. Commonwealth of Pennsylvania Department of Conversation and Natural Resources
4. Allegheny County
5. City of Pittsburgh
6. Sports and Exhibition Authority
7. PSSI Stadium Corporation
8. PNC Park

**No vendors will be permitted to participate without proof of insurance.**

- Insurance and payment is only to be submitted after you have been granted acceptance to vend onsite. Further instructions will be given at that time.

## **SET UP & TEAR DOWN INSTRUCTIONS**

**SET UP:** Vendor setup will take place on the evening of Thursday, August 2nd or morning of Friday, August 3rd. Specific times will be assigned based on placement.

**HOURS OF OPERATION:** All booths should remain open during hours of event operation (noon-10pm), but it is the right of the vendor to close at their own discretion.

**TEAR DOWN:** Time will be assigned based on placement.

**VEHICLE PARKING:** Vendor parking is not provided, and no vehicles may remain on the event site. There are several parking garages within reasonable walking distance to the vendor marketplace. For real-time parking assistance, utilize parkpgh.com.

**TENTS:** You are welcome to utilize your personal tent, table(s), and/or chairs. Any infrastructure needed can be rented for an additional fee. Please note all tents will be positioned on a GRASSY SURFACE, however NO STAKING is permitted. All vendors will be required to secure tent with non-ground penetrating methods.

**WATER:** Water is not accessible at this location. Any water needs are to be provided by the vendor.

**ELECTRIC:** If you have requested electric, you must provide your own 3-pronged outdoor extension cord (at least 200 feet) and an outdoor power strip. THERE IS NO HARDWIRING; all vendors must have the proper pigtailed to plug directly into the electrical box.

**TRASH:** All trash must be bagged and all boxes must be flattened, then placed behind designated tent location.

**WI-FI:** Given the location of our event, wireless Internet access will not be provided. Please be prepared to utilize cellular networks and/or cash transactions.

**I have read and understand the guidelines of the Pittsburgh Three Rivers Regatta Marketplace and LionHeart Event Group. I acknowledge that I will be invoiced for the items that I have requested above, and that vendor fees are non-refundable after July 1<sup>st</sup>, 2018. My signature below indicates my acceptance of these requirements.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Any questions contact: Samantha Moyer at (412) 517-6444 or  
samantha@lionhearteventgroup.com**