



WILD AMERICA
NATURE FESTIVAL

WORKSHOPS, CLASSES, ACTIVITIES, & INFORMATION BOOTH PROSPECTUS
July 27 & 28, 2019

THE FESTIVAL

The Wild America Nature Festival is hosted by the Roger Tory Peterson Institute of Natural History and Panama Rocks Scenic Park. The mission of the Wild America Nature Festival is to raise awareness of wild America through education and art, encourage sustainable enjoyment of the environment, and promote conservation of our natural world.

As part of its mission, the Wild America Nature Festival invites groups, organizations, and individuals to conduct workshops, classes, or host activities at the festival. We also invite a limited number of groups, organizations, and individuals – especially non-profit and educational organizations - to set up information tables at the festival.

ELIGIBLE APPLICANTS

Any interested group, organization, or individual may apply to conduct workshops, classes, activities, and/or host an information booth. All events must be approved by the Wild America Nature Festival and should conform with the festival's mission to raise awareness of wild America through education and art, encourage sustainable enjoyment of the environment, and promote conservation of our natural world. If you have any questions, we encourage you to contact us!

CONTRACT

Anyone wishing to conduct a workshop, class, or activity, or host an information booth at the Wild America Nature Festival must submit an application contract. You must fully and accurately describe the workshop, class, or activity that you wish to organize. **ALL CLASSES, WORKSHOPS, ACTIVITIES, AND EVENTS MUST BE APPROVED BY THE WILD AMERICA NATURE FESTIVAL.**

Spaces for information booths are available on a limited basis and priority will be given to non-profit organizations working on environmental/conservation issues. Each space measures 10' x 10' accommodating the standard size show tent. If a larger space is needed, exhibitors should let festival hosts know on their application. We will attempt to accommodate your needs.

There are no fees required to organize a workshop, class, or activity that is free to the festival guests; however, if you plan to charge guests a fee for your workshop, class, or activity, you and/or you organization must remit 20% of your income from the class/activity/event to the Wild America Nature Festival. All payment transactions for classes/workshops/activities must either take place online through the Wild America Nature Festival website or in person at the festival through a designated festival staff. Class/workshop/activity organizers will receive 80% of all income from guest participation in their class/workshop/activity (after any applicable credit card fees and New York State sales taxes are deducted) via check from the Wild America Nature Festival or one of the Festival Hosts (Panama Rocks or the Roger Tory Peterson Institute) no later than August 31st.

Organizers of classes/workshops/activities may specify a minimum and/or maximum number of people for their classes/workshops/activities. Upon acceptance of your application we will work with you to determine an appropriate time and location for your class/workshop/activity.

The Wild America Nature Festival reserves the right to determine how best to promote classes/workshops/activities on its website, social media outlets, and other marketing outlets. The festival will post a schedule of events on its website, allow online sign-ups for classes/workshops/activities, and allow people to pay for classes/workshops/activities both online and in person at the festival.

A limited number of tables and chair will be available for classes depending on scheduling. You must provide ALL needed materials for Information Booths; no tables, chairs, or electricity are provided. Your activity or information booth must reflect a high level of professionalism. Organizers of classes, workshops, or activities will be assigned an activity time that they must honor. Loading and unloading is allowed only during your assigned set-up time. Parking is away from the exhibit area. Pets are not allowed on premises.

YOU MAY NOT SELL GOODS OR SERVICES DURING YOUR CLASS, WORKSHOP, OR ACTIVITY OR FROM YOUR INFORMATION BOOTH WITHOUT EXPRESS WRITTEN PERMISSION FROM THE WILD AMERICA NATURE FESTIVAL.

Participants conducting approved classes/workshops/activities or staffing information booths will receive complimentary passes to the Wild America Nature Festival.

The deadline for receipt of the application contract is April 30th.

SALES TAX COMPLIANCE

Class/workshops/activity fees will be processed through the Wild America Nature Festival; however, organizers and organizations hosting information booths are individually responsible for collecting and reporting the New York State Sales Tax for any additional goods and services sold. Out of state vendors must obtain a temporary New York State Sales Certificate prior to arriving at the festival (NYS does not provide on-site compliance).

The best way to secure your NYS Tax Certificate is to do so online and we urge you to allow plenty of time for processing. Go to: www.nys-permits.org. Note that the State requires you to apply no sooner than 90 days and no later than 20 days prior to the event.

WAIVER OF LIABILITY

Depending on your organization or activity, the Wild America Nature Festival may require you to present proof of liability insurance in order to conduct a class/workshop/activity.

As a festival partner [*festival partners include all exhibitors, vendors, entertainers, organizations and individuals hosting information booths, workshops, classes, and activities, and any individual or organization submitting a contract in order to be involved or associated with the festival in any way*], you agree to take full legal liability and responsibility for the safety of yourself, your property, your employees and/or assistants, and all festival guests and their property due to your involvement in the festival. You hereby release from any and all legal liability and agree not to sue or make a claim against, and to indemnify, defend and hold harmless the Wild America Nature Festival, the Roger Tory Peterson Institute of Natural History, Camp-At-The-Rocks LTD [Panama Rocks], and all owners, officers, members, agents and employees, lessors and lessees of these organizations for any and all claims for damage, injuries, death to yourself or any person or property, including all defense costs, attorney's fees, and other expenses of any type, without limitations, caused by or resulting from your actions or presence at the Wild America Festival, Panama Rocks Scenic Park, and the Roger Tory Peterson Institute of Natural History. By submitting a contract to the festival, you acknowledge that you have carefully read this agreement and fully understand its contents and the terms. This contract shall be legally binding upon you, your heirs, your estate, assigns, legal guardians, and your personal representatives. Any legal action relating to the Wild America Nature Festival, Camp at the Rocks

LTD, or the Roger Tory Peterson Institute of Natural History will be brought in the New York State Supreme Court, County of Chautauqua, or the United States District Court for the Western District of New York.

ACCOMODATIONS

Festival participants can enjoy the many wonderful local accommodations that Chautauqua County has to offer. The Chautauqua County Visitor's Bureau lists local accommodations at www.tourchautauqua.com.

A limited number of festival participants will be permitted to camp on the grounds of Panama Rocks for the duration of the festival. Priority will be given to out-of-town guests. Festival participants wishing to camp will be assigned a set-up time on Friday and must break down their campsite on Sunday evening. Public restrooms are available. Electricity is not available at campsites, but charging stations will be provided.

OTHER TERMS AND CONDITIONS

The Wild America Nature Festival, the Roger Tory Peterson Institute of Natural History, and Panama Rocks Scenic Park considers your application a commitment to participate if you are selected by the panel of reviewers. Accepted applicants are expected to participate with the full understanding of all the terms and conditions listed. This is a high quality show.

Further information will be sent via e-mail to accepted applicants one month prior to the festival date. Applicants are urged to print hard copies of both the Prospectus and Show Contracts and retain one copy of the Contract for their own files.

QUESTIONS MAY BE ADDRESSED TO:

Jonathan Weston
General Manager, Panama Rocks
Board of Directors, RTPPI
Email: jonathan@panamarocks.com

MAIL YOUR CONTRACT TO:

Wild America Nature Festival
Panama Rocks Scenic Park
PO Box 219
Panama, NY 14767