



PO Box 9086, Hickory, NC 28603

www.hickoryoktoberfest.com

IMPORTANT—PLEASE READ

30 March 2017

Hello Oktoberfest Vendor:

Thank you for your interest in participating in Hickory's Oktoberfest 2017.

Enclosed are the Commercial Vendor Application, tips for an easy set-up, Festival Policy, and City of Hickory regulations.

2017 marks a change in our Festival Policy. ALL festival vendors are required to provide a Certificate of Insurance (COI) naming Hickory Downtown Development Association / Oktoberfest as additionally insured. Your current insurance provider may email the COI directly to us at info@downtownhickory.com or send it via US Postal Service to Oktoberfest, PO Box 9086, Hickory, NC 28603.

If you do not currently have event insurance, HDDA has arranged a special three-day event insurance policy through Broome Associated Insurance. The festival-weekend (October 13, 14, and 15, 2017) insurance policy will provide \$1,000,000 per occurrence / \$5,000,000 aggregate coverage for third party property damage and bodily injury due to an insured's negligence. This coverage will pay on an at-fault basis. The premium for the three-day event insurance policy is a flat-fee of \$65.

We have made it easy for you to apply online. The first way is to visit:

[https://www.totaleventinsurance.com/app/Customer/ExhibitorAnnual.aspx?eid=m|OqpWkyGGo\\$](https://www.totaleventinsurance.com/app/Customer/ExhibitorAnnual.aspx?eid=m|OqpWkyGGo$). OR the second way is: An application for a special three-day event insurance policy may be found on the Oktoberfest website, www.hickoryoktoberfest.com.

Click on the direct link labeled "Event Insurance Policy." Complete the form and pay with a valid credit card. Approval is instant. Print out the Certificate of Insurance and mail it to us with your Oktoberfest Vendor application form.

Please contact us if you experience any difficulties in the process. We will be happy to help you obtain a one-time, three-day festival insurance policy.

Thank you for your interest in participating in Hickory's Oktoberfest 2017!
Commercial Vendor Committee