



# Arts & Crafts Vendor Application

## OCTOBER 14-15, 2016

### EUHARLEE COVERED BRIDGE **FALL FESTIVAL**

- Applications must be postmarked by September 30, 2016
- Arts & Crafts vendor sites are \$40 for one 10x10 space
- \$10 upcharge for electricity
- Vendor must supply tent, table, and chairs

*NOTE: Arts & Crafts booths apply to vendors with unique, handmade/homemade goods only. Home based sales (or MLM) representatives must complete the Direct Sales Application. Direct Sales booths are exclusive and first come - first serve.*

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Contact Address: \_\_\_\_\_

On-Site Contact Phone: \_\_\_\_\_

Electricity Required? (Circle one)                      Yes                      No

Description of Arts & Crafts: (please be very detailed)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### Friday, October 14

*Festival Hours:*

7-10 p.m.

*Set-Up Hours:*

4-6 p.m.

*\*Friday night vending is optional*

#### Saturday, October 15

*Festival Hours:*

10 a.m. to 5 p.m.

*Set-Up Hours:*

7-9 a.m.

#### Make Checks Payable to:

City of Euharlee

Fall Festival Vendor Registration

30 Burge's Mill Road

Euharlee, GA 30145

#### Event Coordinator:

Deanna Berry

678.314.3556

deanna@berrymcwhorter.com

**Please send completed form and payment ASAP to secure your spot!**

**Waiver of Liability:** In consideration of vendor's application acceptance, I the undersigned, intending to be legally bound, hereby, for myself, my heirs, executors and administrators waive and release any and all rights and claims for damages I may have against the City of Euharlee, representatives thereof, successors and assigns for any and all injuries suffered by myself, my associates or my guests at the event. Further, I grant full permission to the City of Euharlee, event organizers and/or agents authorized by them to use any photography, videography, motion pictures, recording or any other record for any legitimate purpose. I acknowledge that I have received a copy of the vendor guidelines and agree to abide by such guidelines.

**Vendor Guidelines:** Vendor fee includes booth space for both festival days, but Friday night vending is not required. All vendor booths/tents shall be set up no later than 6 p.m. the evening of the of October 14 or 9 a.m. on October 15, and vehicles need to be removed from the festival area and moved to the designated vendor park area. All vendor booths/tents shall not be dismantled prior to the official published end time off the event. All vendor applications shall be submitted prior to the designated deadline. All vendors shall be offered space on a first come, first served basis. Non-profits wishing to receive vendor space will be provided free vendor space in exchange for volunteer opportunities. Non-profits shall submit applications with payment - a refund will be issued when volunteer work has been completed. No refund of vendor fee due to weather conditions.

Vendor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Check rcvd by: \_\_\_\_\_ Date rcvd: \_\_\_\_\_ Check #: \_\_\_\_\_ Date app rcvd by coordinator: \_\_\_\_\_