



JUNE 20TH | 12-5 PM | STONES RIVER MALL

Vendor Information & Application

This is an international, family event that will take place INDOORS. The festival is built on both visual and performing arts. A Parade of Nations will take place periodically throughout the day in the designated areas where the food and arts and crafts booths are set up.

Arts and Crafts Vendors:

EARLY BIRD SPECIAL (Before March 15th) **\$50.00 per 10 x 10 space**
REGULAR FEE (After March 15th) **\$75.00 per 10x10 space**

- All originals in graphics, photography, acrylics, oils, watercolors, clay, glass, fiber, wearable art, traditional folk art, leather, jewelry, wood metal work and mixed media are eligible.
- All Arts and Crafts Vendors must list the contents of their booth to be offered for sale and the price range.
- Vendors are encouraged to demonstrate and/or display their art or craft.
- Space is 10' x 10'
- Arts and Crafts Vendors may not sell any food or beverage products.

Food Vendors:

EARLY BIRD SPECIAL (Before March 15th) **\$50.00 per 10 x 10 space**
REGULAR FEE (After March 15th) **\$75.00 per 10x10 space**

- A VERY LIMITED number of specialty food vendors such as frozen treats, ice cream, sno-cones, shaved ice, cotton candy, candy apples, pretzels or other snack foods will be permitted. Other "International" type main course entrées, prepared sandwiches or plate meals, will be allowed. Submit all food items that you wish to sell with your application.
- Food vendors may be set-up with Arts and Crafts Vendors. Placement is decided by the Festival Committee. Placement selection is final. No canopies are permitted inside the mall.
- Vendors using warming devices must have a charged and inspected fire extinguisher (minimum 10-15 lbs. dry powder or CO₂) visible in their booth area.
- Food vendors must comply will all FDA and Health Department regulations.
- The Festival Committee reserves the right to provide exclusive vending privileges to festival sponsors.

General Vendor Information – ALL VENDORS:

- All vendors must include a self addressed, stamped envelope (SASE) with their application.
- Multiple booth spaces may be purchased. Discounts may be available for multiple booth spaces.
- All fees are non-refundable.
- All vendors must provide their own set-up including tables and chairs and table cloths. Vendor booth displays should be attractive from all sides and not distract from a neighbor's display.
- This is a rain or shine festival.
- The Festival Committee reserves the right to exclude any vendor it deems inappropriate for the festival. Vendor displays and/or graphic materials are subject to approval by the Festival Committee.

Water / Electricity / Waste:

- A limited number of electrical hookups are available. The festival will provide a technician for hookup but vendors must supply their own drop cords.
- No water is available in or to booth spaces.
- Food Vendors must provide their own container for grease. Food Vendors are responsible for removal of grease from the site. A \$100.00 fine will be assessed if grease is disposed of in mall facilities.

Check-In / Set-Up:

- Space assignments will be made in the order in which they are received by the Festival Committee. So, apply TODAY! The application form must be complete and signed along with payment.
- The festival will be held in the newly renovated Stones River Mall. All booths will be set up in a designated area within the mall.
- Vendors are responsible for all their own booth supplies and equipment (tables, chairs, canopies, etc.)
- Vendors will check-in at the festival June 20, 2007, beginning at 10:00 a.m. No early set-up will be allowed. Vendors will receive their booth assignment at this time.
- Confirmation notices will be mailed. Vehicles will be allowed to unload between 10:00 a.m. – 11:00 a.m. Vehicles cannot be part of the booth display. All vehicles must be clear of the festival area by 11:00 a.m.
- The festival ends at 5:00 p.m. Exhibit areas must be cleared by 6:30 p.m. No vehicles will be allowed back in the festival area before 5:00 p.m.
- All vendors are responsible for their own insurance policies.
- All vendors are responsible for collecting and reporting any applicable taxes (local, state and federal), and agree to abide by all Rules and Regulations governing concessions (see page 4 of Vendor Application).

INTERNATIONAL FOLKFEST 2009 VENDOR APPLICATION

Please complete this form and return it with a SASE and a check or money order made payable to: **International Folkfest** and mail it to:

International Folkfest
c/o Amy Leffler
322 Thetahill Rd.
Murfreesboro, TN 37130

Name: _____ Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Business #: _____ Cell #: _____ Fax #: _____

Email: _____ Alternate Phone #: _____

Arts and Crafts Vendor Booth Spaces:

Will you demonstrate/display your art of craft? Yes No

Quantity: _____ x \$ _____ space fee = \$ _____

Will you require an electrical Hookup? YES ___ NO___ (only 110 amps available)

Food Booth Space:

Quantity: _____ x \$ _____ space fee = \$ _____

Will you require an electrical Hookup? YES ___ NO___ (only 110 amps available)

TOTAL: \$ _____

What electrical equipment will you be operating? _____

Special Requests (will be met if possible): _____

The International Folkfest, sponsored by the International Folkloric Society Planning Council, Inc. and any businesses involved, or any government agency will not be responsible for accident or loss before, during or after the festival period. Vendor agrees to all conditions and guidelines as set forth in the **Vendor Information sheet, the Vendor Application and the Rules and Regulations Governing Concessions** by signing below:

Vendor Signature

Vendor Name Printed

Date

FOR FESTIVAL USE ONLY

Date Received: _____

Amount Received: \$ _____

Accepted

Confirmed

Database

Space

RULES AND REGULATIONS GOVERNING CONCESSIONS

1. Each concessionaire must confine his business to the space assigned. Only your concession may be located in your space. There will be no sub-leasing or selling of space. No canopies are permitted inside mall.
2. No tie down stakes may be driven into asphalt.
3. No auxiliary power sources, such as generators, will be allowed. Minimum electricity is available.
4. All space must be maintained in an orderly fashion. All empty boxes, bottles, packing cases and cans must be removed from the place of business and not left in common areas, walkways, streets or in front of the concession. Concessionaires must not throw away any refuse or empty any water or other fluids on the ground or in the streets and gutters.
5. **NO PETS ARE ALLOWED ON MALL/FESTIVAL GROUNDS.** The Health Department does not allow animals in vending areas.
6. All deliveries to be made by vehicles, during the festival, of food, soft drinks or other articles of merchandise or service must be completed before 11:00 a.m. on Saturday. **NO UNLOADING WILL BE ALLOWED ON THE FESTIVAL GROUNDS BETWEEN 11:00 A.M. AND 5:00 P.M.**
7. The mall will open at 10:00 a.m. on Saturday. You may open your concession at your discretion.
8. Concessionaires must remove all equipment by 6:30 p.m. Saturday.
9. Concessionaire agrees to hold the International Folkfest Society Planning Council, Inc. and Transwestern Stones River L.L.C. free from all liability which may result from the concessionaire's operation while participating in Festival activities.