



# Winterville Marigold Festival

## May 11, 2019 – Winterville, Georgia

### Non-Profit Application

We have a limited space for non-profit organizations and are happy to consider your application for non-profit booth space. Non-profit organizations can provide information and promote themselves, and can hold a raffle (see important rules about raffles below). If approved, there is no charge for a non-profit booth.

**Non-profit organizations who wish to sell food/beverages or other items must register using the Vendor application and pay the applicable (discounted) fees.**

Organization Name: \_\_\_\_\_

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

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

Website: \_\_\_\_\_

*Approved vendors will be listed on our website with a link to their website*

Day Phone: (\_\_\_\_\_) \_\_\_\_\_ Alternate Phone/Cell: (\_\_\_\_\_) \_\_\_\_\_

Brief description of the purpose of your booth, including promotional materials that will be available and any items to be raffled.

#### **Important information for vendors holding a raffle:**

Items to be raffled must be listed and must be pre-approved. All activity must be contained within your booth space. Solicitation, sales, or distribution of materials outside of a booth space is **strictly prohibited**. This includes the selling of raffle tickets, coupon books, etc. by anyone walking around the Festival. Violation of this rule will result in immediate removal from the Festival grounds.

Signature: \_\_\_\_\_

**\*\*application continued on next page\*\***

**\*\*you must sign and return both pages\*\***

**Page 1**

For Festival Use:

Approved  Declined

**Booth Space Information:** Unless specified otherwise, booth spaces are 10'x10'. Organizations must provide their own tent, tables, and all other booth apparatus including equipment needed for loading/unloading and electrical cords. Please bring tent weights (not anchors); tents without weights must be removed if weather dictates. Booths cannot be sublet. **Not all booths will have electricity available. If electricity is desired, please let us know on this application. Due to the limited availability of electricity at the Festival site, we cannot guarantee we can accommodate your electricity request.**

Booth space numbers will be assigned prior to the Festival. If you desire to be in the same general location as you were last year or have any special needs as to booth location, please indicate that on this application. We will do our best to accommodate your request but cannot guarantee specific locations. **We cannot make changes to booth assignments at check in.**

**Setup / Breakdown / Cleanup:** You must check in upon arrival. Festival hours are 9 am until 5 pm, and early breakdown will not be permitted. You may arrive either Friday, May 10 between 5 pm and 8 pm OR Saturday, May 11 between 5 am and 7 am. **Due to road closures, all exhibitors must arrive no later than 7 am on Saturday.** Late arrivals will not be allowed in. All vehicles must be removed from the vendor area by 8:15 am.

**Booths must be set up and open at 9 am. Booths must remain open and staffed until 5 pm.**

You are responsible for cleaning up your booth space. Every item you bring must be removed by you. You cannot leave debris, boxes, etc. at your space.

**Parking:** Designated parking areas will be provided for vendors in the Pittard Park Overflow lot (just east of the vendor area).

**General Rules & Regulations for All Vendors:**

We reserve the right to determine the location of booths to maximize variety.

Any electric generator used on site must be quiet so as not to distract the stage performances or neighboring vendors. Festival Management will have sole discretion in determining if any electric generator is noisy and may order its removal from the Festival area. No loud speakers, amplified boom boxes, or portable bullhorns are allowed.

Any points not covered elsewhere in this document are subject to settlement by Festival Management.

The organization being provided the booth space is responsible for any harm, bodily damage, or property damage from or to their equipment, materials, employees or volunteers.

In the event of unforeseen problems at the site, we agree to comply with the requests of the Festival Management or public officials (police, fire) to alter operations or move to another booth space as deemed necessary by these authorities. My organization agrees to indemnify and hold the City of Winterville and Winterville Marigold Festival, Inc. harmless for any claims, losses, or liabilities arising from our own acts, omissions, negligence, or misconduct.

The City of Winterville and Winterville Marigold Festival, Inc. or its agents or assigns are not responsible for any personal injury to the applicant or its agents, or for the safety of the exhibits against theft, fire damage, accidents or other causes. The applicant is encouraged to take all steps, measures, and precautions as necessary to protect its agents, exhibits, displays and property against all possible injury, damage, loss or destruction, during set-up and breakdown, during festival hours, and during non-festival hours.

With my signature I affirm that I have read and agree to the terms of the Non-Profit Booth Application, understand them, and will comply with these terms and all Festival logistics requirements. I understand that any violation of these rules and regulations will void the agreement for booth space. The Winterville Marigold Festival reserves the right to terminate the agreement for booth space and written notice to terminate the agreement is not required.

With my signature I hereby release and agree to hold harmless the Winterville Marigold Festival, Inc., the City of Winterville, and any volunteers from any damage to the undersigned's property or any personal injury which he/she or helpers may sustain while participating in the Marigold Festival.

\_\_\_\_\_  
Organization Name

\_\_\_\_\_  
Applicant's Name (please print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*If you have questions or need further information, please email us at [vendors@marigoldfestival.com](mailto:vendors@marigoldfestival.com)*

**Please return this form to the email address above, or to PO Box 306, Winterville, GA 30683**

**\*\*you must sign and return both pages\*\***