



Winterville Marigold Festival

May 12, 2018 – Winterville, Georgia

Vendor Application

Thank you for your interest in the Winterville Marigold Festival. We are seeking vendors in the following areas:

Arts & Crafts – juried show; items must be made by exhibitor

Horticulture – garden and landscape plants & seeds

Specialty Items – nuts, grains, jellies, candles, soaps, etc.; items must be made by exhibitor

Food Vendors – southern and old-fashioned foods, traditional fair foods

*If interested in any other type of exhibition, display, or vending, or in demonstration opportunities, please contact us at vendors@marigoldfestival.com
Non-profit vendors who are not selling items may fill out a non-profit vendor application available at our website.*

If you provide a website address below we will put a link to your website on MarigoldFestival.com

Vendor Name: _____ Contact Person: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Website: _____

Day Phone: (_____) _____ Alternate Phone/Cell: (_____) _____

Where did you hear about us? _____

Vendor Type (check one): Arts & Crafts Horticulture Specialty Items Food

Items to be sold (must be a complete list – use additional sheet if necessary):

Where have you exhibited before? _____

Would you be interested in donating an item for our silent auction? Yes No

Signature: _____

For Juried Committee Use:

Approved Declined

Check # _____

Booth Space Information: Unless specified otherwise, booth spaces are 10'x10', with additional space available at the same rates for each additional 10'x10' area. Vendors 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 ropes & stakes or anchors); tents without proper weights **will not be permitted**. Not all booths will have electricity available. If electricity is needed, please indicate your need in the Fees and Deadlines section.

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: Vendors must check in upon arrival. Festival hours are 9 am until 5 pm, and early breakdown will not be permitted. Vendors must arrive either Friday, May 11 between 5 pm and 8 pm OR Saturday, May 12 between 5 am and 7 am. **Due to road closures, all vendors must arrive no later than 7 am on Saturday.** Late-arriving vendors will not be allowed in and will forfeit all fees paid. 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 at least 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. Location will be communicated to you closer to the Festival date.

Fees and Deadlines: Applications will be reviewed as they are received, beginning March 1. We reserve the right to limit the number of vendors with similar offerings. Applications submitted without the fee **will not be accepted**. Vendors not approved for participation will receive a refund of the fee paid. Please make checks payable to: **Winterville Marigold Festival, Inc.** and mail to **PO Box 306, Winterville, Georgia 30683**. CHECKS ONLY, NO CASH!

Description	Fee per 10'x10' Space	Number of 10'x10' Spaces	Extended Price
Arts & Crafts	\$50		
Horticulture	\$50		
Specialty Items	\$50		
Food	\$100		
Non-Profit Groups – Food	\$60		
Non-Profit Groups – Items other than Food	\$25		
Electric (per plug)	\$10		
Total Due - include with application			

Advertising: Vendors will be listed in the Festival program booklet (distributed at the Festival) and on the Festival website. Applications received after March 15 cannot be guaranteed a listing in the program booklet.

Sign that you have read and understand this page: _____

Application Requirements: Please sign in the section corresponding to the area in which you are applying.

Arts & Crafts, Horticulture, and Specialty Item Vendors will be selected using a Juried Format. Selection is based on quality and workmanship of product, and original & creative ideas. An attractive display and the incorporation of marigolds in its layout will also be considered.

Vendors not selected will receive a refund of the fee paid with their decision letter.

Please include with application 3 - 4"x6" photos of your product(s), artist at work, and/or booth set-up. At least one photo must be a close up of your product(s) and one must be of your booth set-up. Photos cannot be returned.

All items must be the work of the exhibitor. Buy and sell items are strictly prohibited. Only items listed on application are to be offered for sale.

Arts & Crafts, Horticulture, and Specialty Item Vendors, signature: _____

Food Vendors will be selected based on attractiveness of display and preference will be given to those offering southern-style, old-fashioned, or country fair type foods. Our goal is to offer exclusivity of food offerings; therefore, you may offer **only** foods you have listed on the first page of the application and only those that we have approved.

Food vendors must display prices prominently.

Vendors not selected will receive a refund of the fee paid with their decision letter.

Please include with application 1 - 4"x6" photo of your booth set-up. Photos cannot be returned.

Food vendors are responsible for complying with all State of Georgia health and safety regulations.

Food vendors, signature: _____

General Rules & Regulations for All Vendors:

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

No refunds will be given once you have been accepted as a vendor. If your application is declined by the Festival committee, you will receive a complete refund.

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.

Vendors asked to leave the festival for unacceptable behavior will forfeit his or her fees and will not be allowed to attend future festivals.

Non-Profits, other organizations and candidates for State, Federal and Local offices MAY NOT hand out materials – please contact us for information on booth space for this type of activity.

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

Vendor is responsible for any harm, bodily damage, or property damage from or to their equipment, cooking hardware, material, employees or volunteers.

In the event of unforeseen problems at the site, I 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. Vendor agrees to indemnify and hold the City of Winterville and Winterville Marigold Festival, Inc. harmless for any claims, losses, or liabilities arising from vendor's 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 exhibitor or its agent or for the safety of the exhibits against theft, fire damage, accidents or other causes. The exhibitor 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 Vendor 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, and vendor will forfeit all moneys which have been paid. The Winterville Marigold Festival reserves the right to terminate the agreement for booth space. 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.

Business Name

Applicant’s Name (please print)

Signature

Date

*If you have questions or need further information, please email us at **vendors@marigoldfestival.com** or message us through our Facebook page at **www.facebook.com/MarigoldFestival***