

February 16, 2011

TO: Potential 2011 Arts and Crafts Vendor
FROM: KBBF Operations
P.O. Box 2398
Helena-West Helena, AR 72390
RE: 2011 KBBF Arts/Crafts Vendor Application



Plans for the 26th King Biscuit Blues Festival are underway, and we would like to offer you the opportunity to apply for an Arts/Crafts space at the festival.

Enclosed is an application. Please read it carefully. This application is for Arts/Crafts Vendors only; food vendors must complete a separate application. If you would like to participate as an Arts/Crafts Vendor, please complete this form and return it along with the \$25 non-refundable application fee to the address above by May 31, 2011. Please be sure to include a photograph and description of the items you will be selling.

Applications will be evaluated upon receipt, and acceptance notices will be mailed on July 31, 2011. Full payment for reserved space must be received by August 31, 2011.

We appreciate your interest in the festival! If you have any questions, please do not hesitate to contact us.

Loyce Corbitt, Arts/Crafts Chairperson
loycecorbitt@gmail.com

Sarah O'Neal, Office Administrator
870-572-5223

Completed application and application fee must be received by May 31, 2011.

Booth fee must be paid by August 31, 2011.

Application Checklist:

_____ \$25.00 non-refundable application fee
_____ Completed, signed, and dated vendor application
_____ 5-10 photos with descriptions of merchandise



26th Annual King Biscuit Blues Festival

Helena-West Helena, Arkansas

Arts and Crafts Vendor Application

Vendor Name: _____

Business Name: _____

Mailing Address: _____

Phone/Cell: _____

Vendor Category: (Please choose one category that best describes your product.)

_____ Artist/Hand Crafter; _____ Reseller; _____ Miscellaneous Vendor

Detailed description of items offered (please include a brochure and price list if applicable).

Price Range of Merchandise: _____

Do you demonstrate your art/craft? Yes; No

Have you participated in our blues festival before? Yes; No

If yes, when? _____

What space size are you requesting? 10'x10'; 10'x20'; 10'x30'

Will you need to rent a tent? Yes; No; If yes, please see price list.

Which block are you requesting? _____ **Please note:** Requested block **cannot** be guaranteed. **Space is assigned on a first come/first fully-paid basis!**

Space Price List:

Price covers all three days of the festival, city permit, and one 110 electrical hookup. If more electrical power is needed, an additional fee of \$40 will be required.

200 Block	10' x 10'	\$400
	10' x 20'	\$450
	10' x 30'	\$500
300 Block	10' x 10'	\$350
	10' x 20'	\$400
	10' x 30'	\$450
400 Block	10' x 10'	\$300
	10' x 20'	\$350
	10' x 30'	\$400
500 Block	10' x 10'	\$250
	10' x 20'	\$300
	10' x 30'	\$350

Tent Rental Price List

10' x 10'	\$130
10' x 20'	\$220
10' x 30'	\$300

Please complete the following payment section.

Fee for Size Space/Block Requested: _____

Tent Fee (if applicable) _____

Additional Electricity (\$40 - if applicable) _____

TOTAL DUE: _____

Method of Payment: _____ Check _____ Money Order

Please note: a \$35 fee is charged each time a check is returned.

Enclosed is my application and non-refundable application fee. I understand the non-refundable application fee is separate from the space fee, and that if my application is accepted, the fee will apply towards the space fee. If accepted to participate, I agree to assume full responsibility for my conduct and for all property I, or my staff, bring on the premises. I will not hold KBBF, or its festival affiliate, responsible for any damages, personal injury, theft, or any act that may occur. I understand that my name and/or business name and any photos may be used for promotional and/or information purposes. I read and agree to abide by all rules and regulations.

Vendor Signature

Printed Name

Date

Vendor Hours

Wednesday, October 5 (Vendor Load-in): 1:00–5:00 p.m. No vehicles allowed on street after 5:00 p.m.

Concessions must be open for business and operational during the following times:

Thursday, October 6: 11:00 a.m. – 10:00 p.m.

Friday, October 7: 11:00 a.m. – 10:00 p.m.

Saturday, October 8: 11:00 a.m. – 10:00 p.m.

Sunday, October 9 (Vendor Load-out): 2:00 p.m. - completion

General Conditions or Requirements of Arts and Crafts

- Tents will be equipped with lights
- No halogen lights can be used
- This is a rain or shine event
- King Biscuit Blues Festival offers no guarantee of sales
- There will be **NO** knives, guns, drug paraphernalia, or weapons of any type allowed, and No toys that look like or may be used as items listed above.
- Vendors are responsible for maintaining the working order of their equipment throughout the festival.
- Vendors shall provide adequate trash receptacles with trash bag.
- Premises should be left in the same condition as found. This includes picking up trash in and around vendor area.
- Vendors may not share booths.
- Transfer of booth space to another vendor is not allowed.
- All merchandise must be clearly marked.
- Booths must remain open during designated times.
- Vendors must sign the Indemnity Agreement.

Termination of Vending Rights

KBBF, through the Festival Director and/or authorized representative, reserves the right to terminate the operation of the vendor at any time during the festival for any of the following reasons:

- Professional manner is not maintained by the Craft Vendor or his/her employee
- Craft Vendor and/or employee commits any act detrimental to the purpose of the festival
- Craft Vendor and/or employee fails to cooperate with event management staff
- Craft Vendor and/or employee sells any product not listed on the approved list
- Craft Vendor and/or employee sells food or beverages not otherwise approved on product list

Acts of God

Vendors understand that this festival is an outdoor event vulnerable to weather. Vendors understand that fees are non-refundable due to acts of God, inclement weather, dangerous conditions, acts or threats of terrorism, natural disasters, or war.

Indemnification Agreement

The vendor indicated below agrees to indemnify, defend, protect, and hold harmless KBBF/SBBS and their respective officers, directors, agents, members, associates and employees against any loss, damage, fire, penalty, claim(s), or other liability arising from the vendors participation in the KBBF.

This release, indemnification, hold harmless agreement shall be, and is construed, as broadly and inclusively as is permitted by relevant federal law. If any portion of this document is held invalid, the balance shall continue in full force and effect.

PLEASE PRINT:

Business Name: _____

Contact Name: _____

Address: _____

City/State/Zip: _____

Phone/Cell: _____

SIGNATURE: _____

<u>FOR OFFICE USE ONLY</u>	
Date Application Received: _____ Application Fee Included: ____ Yes; ____ No Date of Full Payment: _____ Amount Received: _____	Notes/Special Needs: