

Date: May 9, 2016
To: Potential Show Participants
From: Joseph Bell, Chair
Subject: Festival Show Information and Application

We send our greetings from the 2016 Dan Emmett Music & Arts Festival!

The Dan Emmett Music & Arts Festival in downtown Mount Vernon, Ohio is full of music, food, arts, classic cars and more! The 2016 activities will be held August 11-14. We hope that you will find the events related to the arts a fun and rewarding experience for you. In addition to the following general guidelines, you will also find the 2016 application attached.

This show operates on a First-Come, First-Serve basis. There is no seniority for Fine Artists, Crafters or Commercial Trades who have participated in previous Dan Emmett Festivals. **The deadline for all entries is July 31, 2016.**

Our booth space is limited to 120, so the best way to assure your participation in the festival is to return your application and payment EARLY. Please be aware that we try to create a balanced show. Because of the large number of crafters offering jewelry, we will be selective and look at the submission date to determine participation. **APPLY EARLY.**

If you have any questions regarding the Dan Emmett Music & Arts Festival, please direct them to Joseph Bell at 740-393-2355 or e-mail mjbell20@hotmail.com. We look forward to working with you to assure a successful 2016 Dan Emmett Music & Arts Festival.

This year's show will be divided into four categories; Fine Arts, Crafts, Trades, and Kid's Activities. Your description of your products and photos will help us determine the classification and booth area you will be assigned. Please understand, only the items listed on your approved application will be permitted for sale. A festival participant not adhering to this understanding will be asked to leave the show. Entry fees will not be refunded.

PRODUCTS - Fine Art, Crafts:

Please submit full descriptions and photographs of all products to be sold. (Photos will be returned in registration packets). This applies to both new and returning participants. If you sell a product not listed on the application, you may be asked to withdraw the product from sale. It is important that products are pre-approved so that we do not place two like-products beside each other. Within the space allocated for the show, we try to offer visitors a diverse selection of products and avoid having a glut of one product, hurting the sales of each exhibitor of like products. You may not sell or freely distribute any food or beverages, including bottled water. This would place you in competition with the food vendors, who pay a higher fee for the privilege of providing food and beverages, and who are licensed and inspected by the Knox County Health Department.



APPLICATION/CONTRACT ACCEPTANCE:

Anyone not accepted by the Dan Emmett Music & Arts Festival will be notified within 7 days from the time your entry and contract was received.

SET-UP/Take Down:

- All participants will be permitted to load in Wednesday Evening, August 10th, from 8:00 to 10:00 pm or Thursday Morning, 7:00 to 11:00 am. All booths are to be completed by 11:00 am on Thursday, August, 11th. Please, no exceptions.
- All Booths must be removed from the premises by Saturday evening by 11:59 p.m.
 - Main Street and side street vendors may begin “Take Down” when the headliner begins their show. Artists on the Square may begin “Take Down” at the conclusion of the headliner’s performance.

EQUIPMENT/SUPPLIES:

- Tables, Chairs, Tents, Canopies, lights, extension cords etc. are the responsibility of the festival guest.
- All tents/booths will be on asphalt surfaces.

DOWNTOWN VENUE

The entire area of the festival is kept within the city square area, including three blocks south of the square. Vehicle and overnight camping are not permitted in the downtown area. Pets and alcohol are prohibited. A map and information about hotels, and campgrounds in the area will be sent, if accepted and requested.

BOOTH SIZE

Exhibitors will be allotted booth spaces as described in the fee description. Canopies, tents, tables or other objects or structures used must fit into the allotted area. If festival exhibitors exceed the specified area, an additional charge will be assessed. **All vendors must have suitable and functional weighting methods for securing their canopy and materials. Approval of tents or booth coverings is at the discretion of the festival coordinators to provide safety for participants and those attending the festival. Event organizers reserve the right to disapprove tents or booth coverings and deny permission for set up or require the removal of unacceptable tents or coverings.**

CRAFTER HOURS:

Hours are from 11:00 am. 9:00 pm. See festival schedule for specific times. All vendors/crafters must keep their booths intact for the duration of the festival. Permission for a crafter to leave early will be granted only in a medical or emergency situation. Any exhibitor leaving without permission from the Dan Emmett Music & Arts Festival organizers will not be accepted for any future shows.

FEES & ACCEPTANCE:

- Fine Arts / Crafters/ Kid’s Activities /Vendors:
 - All booths are \$100.00 for the three-day show.
 - Each Space is 10’ x 10’
 - Electric is available, but limited for the Fine Art exhibitors on the Square.
 - Electric is available for all booths on Main Street and Side Streets
 - If electric is needed there is an additional \$10.00 charge.

Exhibit days are Thursday, August 11, Friday, August 12, and Saturday, August 13

Fine Arts / Crafts / Crafts / Kid's Activities Vendor Application

Return Application to:
 Dan Emmett Music & Arts Festival,
 107 South Main Street Mount Vernon, Ohio 43050
Checks Payable to: Dan Emmett Music & Art Festival

Applicant's Name _____
 Business Name _____
 Address _____
 City _____ State _____ Zip _____
 Telephone _____ Cell Phone _____
 Email _____ Fax No. _____

I have read through the application and agree to abide by all the rules and regulations established by, and to absolve from any liability, the Dan Emmett Music & Arts Festival and the City of Mount Vernon, and to accept full responsibility for my products displayed.

Signature _____ Date _____

NOTICE: By signing this contract and completely the following lines of description, I agree that the contents of my display are:

CHECK ONE
 _____ 75% Handmade OR _____ 75% Buy/Sell/Imports

Any 75% Buy/Sell/Imports will be placed on South Main Street and Side Streets

I also understand that if I display any items that, in the option of the Festival Management, does not qualify, this contract can be rejected and those items must be removed from my display at the request of the Festival Management. Please provide a description of products to be displayed!

**CHECK ONE CATEGORY: All Booths \$100.00 August 11, 12, 13, 2016
 THREE DAYS ONLY**

FINE ARTS	\$100.00	ON THE SQUARE VERY LIMITED ELECTRIC	Electric \$10.00 Yes/ No	Total
CRAFT	\$100.00	ON THE SQUARE / Directors' Discretion South Main Street & Side Streets W/Electric Option	Electric \$10.00 Yes/ No	Total
TRADE	\$100.00	South Main Street & Side Streets W/Electric Option	Electric \$10.00 Yes/ No	Total
KID'S ACTIVITY	\$100.00	South Main Street & Side Streets W/Electric Option	Electric \$10.00 Yes/ No	Total

CHECK ONE ----- **Load in Option Wednesday Evening _____ Thursday Morning _____**

Official Use Only: