

## Memphis Italian Festival 2018 Arts & Crafts Vendor Agreement

This agreement is entered into on the \_\_\_\_ day of \_\_\_\_\_, 2018 between the Memphis Italian Festival (hereinafter "MIF") and \_\_\_\_\_ (hereinafter "A&C Vendor").

### Terms of Exhibition

**Space:** The A&C Vendor, in consideration of the payment of \$260 fee, shall rent a 10' x10' uncovered exhibition space in the Arts & Crafts area of the Memphis Italian Festival. One 20 amp circuit will be provided by MIF. **THERE ARE NO GENERATORS ALLOWED IN THE ARTS & CRAFTS AREA.** A&C Vendor will need to provide an outdoor extension cord, which should be at least 50 to 100 feet long.

MIF does not furnish tents however your \$260 does include a tent permit that MIF will obtain on your behalf from Code Enforcement.

A&C Vendor is responsible for their booth/display area. A&C Vendor will provide their own tents, tables, chairs, etc. needed for their display. At the conclusion of the festival, A&C Vendor shall remove all supplies, refuse and any other materials from their booth area. A&C Vendor is encouraged to have a rain plan. **No hay, mulch or other combustible materials are allowed for use.**

Spaces will be assigned with preference toward artists and artisans offering their own work for sale. Notification of acceptance of your application will begin March 1, 2018 and no later than April 15, 2018. Subject to space availability, every effort will be made to comply with your preference of location.

**Set-up and Take-down:** A&C vendor may set up their booth on Thursday, May 31, 2018 from 8:00 am until 2:00 pm. There will be absolutely no set-up before Thursday, May 31<sup>st</sup> at 8:00 am. **ALL VEHICLES MUST BE OFF THE FIELD BY 2:00 PM ON THURSDAY, MAY31, 2018. VEHICLES WILL NOT BE ALLOWED BACK ON THE FIELD UNTIL 11:30 PM ON SATURDAY, JUNE 2, 2018.** Due to the limited width of the paved path, excessively wide vehicles may be refused access to the park in the event of rain. MIF personnel will assist with load-in in such circumstances.

***Vehicles are only allowed on site from 8:00 am to 2:00 pm on Thursday, May 31, 2018 during set up and at 11:30 pm on Saturday, June 2, 2018. NO EXCEPTIONS!***

**Sale Limitations:** A&C Vendor may not sell "commercially crafted or antique/flea market items" unless such items have been approved in writing by MIF. No poppers, water guns, marshmallow guns may be sold or distributed. **MIF reserves the right to have A&C Vendor remove any objectionable items from exhibitor's booth.**

**MIF Services:** MIF will provide city-wide advertising for this event. MIF will provide security for the park on Thursday, Friday and Saturday. **HOWEVER, MIF, HOLY ROSARY PARISH THEIR AGENTS, EMPLOYEES AND VOLUNTEERS ARE NOT RESPONSIBLE FOR DAMAGE OR LOSS TO YOUR PERSONS, PERSONAL BELONGINGS, ARTICLES THAT YOU HAVE TO SELL, OR EQUIPMENT NECESSARY FOR YOUR PARTICIPATION.**

Upon arrival, A&C vendor will receive four (4) entrance tickets, ID badges, or wristbands per booth. You will need these to gain access to the Festival grounds during operating hours. Access to the grounds will be granted at the Alrose/Mt. Moriah service entrance. Do not lose or throw away your credentials. Parking for A&C Vendors is available on side streets or free parking with shuttle service is available at the Hilton Corporation located at Park Avenue and Crossover Street.

If you have any questions on site, please report to the Volunteer booth. MIF A&C Chairs Denise Nall and Kim Herndon will be on hand during the Festival. There are also security personnel available on the grounds during the festival.

Please contact MIF Arts & Crafts Chairs: Denise Nall or Kim Herndon at 901-484-2656 or artsandcraftsmif2017@gmail.com with any questions.

\_\_\_\_\_  
A&C Vendor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
MIF A&C Chair Signature

\_\_\_\_\_  
Date

Please sign and mail one copy to: Kim Herndon, MIF Arts and Crafts, 1593 Estate, Memphis, TN 38119. Keep the second copy for your records.