

International/Community 501c3 Organization Application
2010 Clarkston City Blues Concert and Festival

September 25 & 26, 2010
Milam Park, Clarkston, GA



The City of Clarkston would like to thank you for your interest in our 2010 Clarkston City Festival. This event will be held on Saturday, September 25th, 10 a.m. to 7 p.m. and Sunday, September 26th, 2010, from 10 to 6 p.m. The festival will take place in Milam Park, Clarkston GA. We are excited about the opportunities you will have in our International and Community Pavilion.

Festival Hours: Vendors/Merchants: Sat., Sept 25, 10a-7p, Sun., Sept. 26, 10a-7p

Admission to the City Festival is FREE to the public.

Admission to the City Blues Concert, Saturday, Sept. 25, Noon – 9PM is \$30 (\$25 advance).

Free Parking: Vendor/Merchant set-up times and parking will be designated. You will receive an acceptance packet by Sept. 10.

Event Details:

Friday, September 24 – Vendor Set-up allowed

- Set up from 2pm-7pm, Over night security provided

Saturday, September 25 – Blues Concert and City Festival – “Support Our Troops Day”

- Set up from 6am-9am

- City Festival begins at 10am and closes at 7pm, over night security provided

Sunday, September 26 – City Festival – 2 entertainment stages all day – “Gospel Performers Day”

- City Festival begins at 10am and closes at 6pm

Event Address: Milam Park, 3867 Norman Rd., Clarkston, GA 30021

Rules for vendors/exhibitors:

- Vendors must supply their own tents, and
- Vendor space must be kept neat and clean. Place all trash in the provided bins and leave the area as clean as you found it.
- All vehicles must be moved to the designated parking area after unloading. Festival staff will assist in unloading in order to move vehicles from the vendor area as quickly as possible.
- No early tear-down is permitted. Vendors are expected to operate the full hours of each festival day.
- The Festival will be held rain or shine. No refunds due to inclement weather.
- Photos, logos and/or websites provided with this registration may be used by the festival planning committee to promote this event (in fliers, on our website, on posters, ads, etc.).
- Access to electricity is available.

- Vendors are responsible for proper safety and health precautions to protect participants, City of Clarkston, the public and the property of others.
- Security is provided for Friday/Saturday night. However, the Festival is not liable for any loss or damage to any property or artwork/products of Vendor resulting from fire, theft or any other cause.

Exhibitor Space Specifications:

- Single space – Vendor space is 10Ft deep x 10 Ft. wide – For groups wanting to sell goods.
- **501c3 Business - \$110 (\$160 after August 15)**
- All Exhibitors are responsible for providing their own tents, canopy, tables, chairs, etc.
- Professional signs and display methods are required
- The electricity fee is included in the booth fee. Please bring a heavy duty 50' cord
- Table Space — in International Pavilion (4FT deep x 6-8FT wide,
- **501c3 Organization– FREE, 1 table and chair provided**

What is the difference between an exhibitor space and the Shop Clarkston pavilion?

The size of the space and the area you will be located. The international pavilion will host many local community groups at 3'x6' tables (provided), while exhibitors will be in another area of the festival in 10'x10' both spaces (business provides their own setup). Both are valuable ways to get valuable exposure for your group.

Cancellations:

All cancellations must be made in writing and must be postmarked, emailed, or faxed by no later than **Monday, Sept. 6, 2010**. A 50% refund will be allowed. Absolutely no refunds will be considered after Sept. 6, 2010. Refunds will be mailed after the 2010 Clarkston City Festival.

Application Deadline: Sept 1 • **Cancellation Deadline:** Sept. 6

PAYMENT: Fees may be paid with a check, money order or Paypal. (credit card payments through PayPal online only to pay@clarkstonfestival.com) Checks will be deposited upon acceptance of application. There will be a \$35 charge added to any returned checks. Please make checks payable to “**VCOF – Clarkston Festival**” .

SNAIL MAIL:

Mail application and check to:

The Clarkston Festival, PO Box 68, Clarkston, GA 30021

EMAIL/FAX/online payment:

Fax applications to 888-501-6334. Make payment online thru PayPal. **Email your images to artist@Clarkstonfestival.com. Make payment online thru PayPal. Make payment to: pay@clarkstonfestival.com**

----- FAX or mail THIS section -----

501c3 Organization Check List

Before you submit your application, be sure you have included everything!

- Exhibitor/Vendor Application & Agreement: Completed and signed
- Non-Profits: 501(c)(3) letter, mission statement & description
- Table Space – 4’x6’ – FREE - samplers, information, cultural exhibits
- Booth Space - \$110 (\$160 after Aug. 15) For groups wishing to sell goods.

Dates to Remember

Application Deadline: Sept 1 • Cancellation Deadline: Sept. 6

501c3 International and Community Organizations

2010 Clarkston City Festival Exhibitor Application & Agreement

Applicant Name _____

Business/Org. Name _____

Mailing Address _____

City, State, Zip _____

Daytime/Cell Phone _____

E-mail Address _____

Web Site _____

What will you be selling/exhibiting _____

List of Items to be plugged in: _____

Total Due: \$ _____ and included with application or paid online.

The Clarkston City Blues Concert and Festival – Sat., September 25th, 10am – 9pm and Sun., September 26th, 10am – 7pm.

Ph - 888-789-4830, fax – 888-501-6334

www.clarkstonfestival.com, info@clarkstonfestival.com, PO Box 68, Clarkston, GA 30021

2010 Clarkston City Festival Exhibitor Agreement

The Clarkston Festival Committee believes in equal opportunities for all artists, merchants, and organizations and we will actively seek fair evaluation of all applications. We do not allow personal beliefs to conflict with application consideration, and we will pursue an equal balance of portraying each side of any issue, topic, or concern. In selecting participants, criteria may include past history, the promptness of application arrival, and event area accommodations. The Clarkston Festival Committee reserves the right to deny acceptance of any applicant if past experience or other factors warrant exclusion.

As a participant of the 2010 Clarkston City Blues Concert and Festival, I fully agree to the following:

I recognize and acknowledge that I assume full risk of any injury, property damage or loss which I may sustain as a result of my participation in any and all activities connected with or associated with my participation in the Festival. Furthermore, I understand that I should carry my own insurance and that I store my products overnight at my own risk. I agree to waive and relinquish all claims I may have against The Clarkston Festival Committee, the City of Clarkston and all associated sponsors and staff of the Festival and agents thereof from any and all claims other parties may have resulting from injuries, damage, or loss caused by, arising out of, connected with, or in any way associated with the activities of the Festival.

I agree to provide photos or slides and a specified list of all things I plan to distribute, sell, or display, and I acknowledge that I may not be permitted to exhibit each of the items I submit. I understand that all photos, slides, and other materials I submit will become the property of The Clarkston Festival Committee and may be used in advertising and publicity for the Festival. If I wish to have any of my materials returned to me after the Festival I have specified this in my application and have enclosed a self-addressed, stamped envelope. I understand that while I may request a specific booth location, there are no guarantees that I will necessarily receive the booth space that I request.

I agree to pay all the necessary fees set forth in this application. I understand that my checks will be deposited when accepted as a vendor. Although I may not be selected to be in the 2010 Clarkston City Festival. I further understand that if I am not accepted into the Clarkston City Festival, my booth fee check will be returned. I understand that all cancellations must be made in writing and must be postmarked, emailed, or faxed by no later than September 6, 2010 and that I will receive a refund of 50% of my application fee as a refund. Absolutely no refunds will be considered after September 6, 2010.

I agree to be present for both days of the Festival: Saturday, September 25 through Sun., September 26, 2010 (except Farmer's Market vendors). I agree that if I have not arrived and set up by 12pm on Saturday, September 25, or if I leave the Festival early, I forfeit my booth space and all fees. If I intend to be late on either day, I must acknowledge this to the Event Manager in my area or I may forfeit my booth space. I agree that all demonstrations and exhibits may be photographed for publicity purposes. I understand and will abide by the rules of this application.

Applicant Name: _____ **Date:** _____

Signature _____