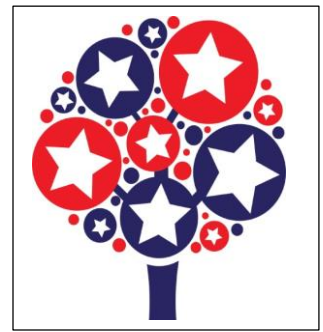


JOHNSON CITY ARBOR DAY FESTIVAL – 2016 Vendor Application Form



[Please complete and sign this application. If you have any questions, please contact Julie McPherson at [juliemcpherson2@yahoo.com](mailto:juliemcpherson2@yahoo.com) ]

**Part 1: Vendor Information**

Name of Vendor: \_\_\_\_\_  
Business Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Website: \_\_\_\_\_

If applicable, would you like your email and/or web address listed on our event webpage? [ ] Yes [ ] No

**Part II: Vendor Spaces and Rates**

- How many stalls do you need? (A single vendor stall is approximately 9’6” to 10” in width)
  - \$25 per stall                      Number of Stalls Requested: \_\_\_\_\_
- What type of stall will you set up? (Please check all that apply)
  - \_\_\_\_\_ Gardening/Nursery Related <e.g. trees, plants, tools>
  - \_\_\_\_\_ Nature related Art/Craft <e.g. paintings, bird/bat/butterfly houses, garden art>
  - \_\_\_\_\_ Nature related Food Products <e.g. honey, sunflower seeds, bird seed/suet>
  - \_\_\_\_\_ Other nature related items
- Will you be bringing a 10 x 10 canopy? [ ] Yes [ ] No

**Part III: Products Sold** [An accurate and complete list of all the items that you wish to sell is required. Please note that our vendor/product mix is determined by this list. Be specific!]

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you, the applying vendor, grow, produce, or handcraft these items? [ ] Yes [ ] No\* (Please explain)

\_\_\_\_\_  
\_\_\_\_\_

Please provide any other comments that you feel would be helpful to the vendor selection process: \_\_\_\_\_

\_\_\_\_\_

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**Part IV: License, Permits, and Insurance** {Please indicate the copies of licenses, permits, and insurance that you will attached to this application form}

- \_\_\_\_\_ WI Form S-240, Part C, Page 1 (Required for ALL vendors)
- \_\_\_\_\_ Sales Permit
- \_\_\_\_\_ Food Processor (Retail) Licenses for baked, canned, or prepared food
- \_\_\_\_\_ Nursery Grower License for perennial plants, trees, and shrubs
- \_\_\_\_\_ Certificate of Insurance
- \_\_\_\_\_ Other, please specify: \_\_\_\_\_

**Part V: Vendor Agreement**

I have read and fully understand the Rules, Responsibilities, and Regulations and the non-refundable fee for participating in the 2016 Johnson City Arbor Day Festival and I hereby agree to abide by them. Any violations of the Rules, Responsibilities, and Regulations will result in removal from the Arbor Day Festival. I, the undersigned, agree to indemnify and hold harmless the City of Johnson City, the Carver Recreation Center, The Arbor Day Festival Planning Team and Northeast Tennessee Master Gardener Association associates from any and all damages or injuries that may occur from any cause whatsoever as a consequence of my participation in the Johnson City 2016 Arbor Day Festival.

Vendor Name: \_\_\_\_\_

Vendor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name and relationship of any person(s) who will be selling with you at the Arbor Day Festival: *{Note: Any person not listed and approved will not be allowed to sell products at the Festival}*

Names: \_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*

- Vendor’s application has been approved
  - \_\_\_\_\_ Pending receipt of copies of license, permits, insurance
  - \_\_\_\_\_ Pending receipt of payment