

## 2016 Johnson City Arbor Day Festival

**Application Process:** Applications from vendors must be accompanied by: 2 photos (one photo of their merchandise and one photo of their booth) and copies of all applicable licenses and certificates as noted on page 2 of the Vendor Application form. Please note: ***Commercially available products are not accepted and buy-sell merchandise is limited to no greater than 10% of your total inventory.*** Vendors found to have majority buy-sell merchandise will be asked to remove the merchandise from the booth or may be asked to leave the festival, and will be disqualified from next year's festival.

**Application Deadline:** Application Deadline is April 15, 2016.

**Selection Process:** The Vendor committee reserves the right to accept or reject entrants on the basis of the submitted photos of merchandise and display.

**Fees:** The fee for a 10 x 10 vendor space is \$25.00 per space (2 spaces per vendor max.). Space reservations are for one day. No refunds will be issued.

**Space Assignments:** All spaces are located on the grounds of the Carver Recreation Center, 322 West Watauga Avenue, Johnson City, TN . While the Festival Committee will make every effort to provide each vendor with a prominent space assignment, specific space assignments cannot be guaranteed. The Arbor Day Festival Committee reserves the right to modify space assignments as may be required.

All spaces are vehicle accessible for setup which you may begin at 8:00 AM on Saturday, April 30, 2016.

Vendors are responsible for their own tents, tables and displays. There are no electrical outlets so food vendors will need to use propane grills. Please do not leave behind any garbage or refuse at your booth. At the end of each day please bring your rubbish to the Festival trash cans.

**Vendor Parking:** There is a designated parking lot for Vendors in the adjacent Church parking lot. Handicapped vendor parking is in a designated location within the Vendor parking lot. The Vendor parking lot will accommodate all craft vendors as well as food concession vendors. Only vendors with Arbor Day Festival parking permits will be permitted entry to the Vendor parking area.

**Waiting List:** Eligible applicants who did not receive a space assignment will be asked to join a waiting list. Available spaces will only be filled from this list.

**Prizes:** A panel of judges will anonymously observe exhibitor displays on Saturday. Prizes will be awarded based on display/merchandise appearance, creativity and content. 1st prize is a free single space admission to next year's show; 2<sup>nd</sup> Prize is 50% off of a single space admission for next year's show; 3<sup>rd</sup> Prize is 25% off a single space admission to next year's show.

### **Other Information:**

1 All exhibitors are responsible for collecting and reporting Tennessee State and Local Sales Taxes.

2 There are **no rain dates** in case of inclement weather.

**For further information, please contact:**

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