

HOUSTON COUNTY CHAMBER OF COMMERCE

50th ANNUAL IRISH DAY ARTS AND CRAFTS FESTIVAL

Dear Applicant:

Thank you for requesting an application for the 50th Annual Irish Day Arts and Crafts Festival. We look forward to receiving your application.

The 50th Annual Irish Day Festival will be held March 17, 2012. This is a free event to the public and features over 150 vendor booths. The festival includes a parade, live music, entertainment, fantastic festival food and a carnival.

Please read over the following information and rules before filling out your application. Send only one check or money order to cover space rental fee with your application. Make your check or money order payable to the Houston County Area Chamber of Commerce. Space will not be reserved until payment is received. All applications are contingent on the approval of the Houston County Area Chamber of Commerce. In the event your application is not accepted, a full refund of the required booth space fee will be included with your non-acceptance letter. Request for a specific booth space cannot be guaranteed.

mindylou1118@gmail.com

VENDOR CHECK-IN AND SET UP:

1. Saturday exhibitors **MUST** check-in at the front door of the Houston County Courthouse located on Main Street during official check-in times or lose exhibition space without refund. Vendors may begin set-up at 5:00 a.m. on the morning of March 17th.
2. Friday afternoon exhibitors must check in at the Houston County Chamber of Commerce Office. Friday afternoon vendors may begin set-up at 5:00 p.m. on the afternoon of March 16th.
2. Exhibitors not checked-in by deadline (Saturday, March 17th at 8:00 a.m.) will forfeit exhibition space and all fees.
3. All exhibitors are located in downtown Erin at **outside** numbered paved locations; most spots are level however some spaces are uneven terrain. Booth space is limited to the size in which you paid.
4. All displays, transactions, and activities must be confined to exhibitor's assigned space. **Signs, tents, canopies, or any other part or display may not extend over or into walkways or sidewalks.**
5. The festival provides ground space only. Exhibitors must furnish their own display tables, skirting, chairs, heavy duty extension cords, etc. All displays must be designed, constructed and operated in good taste.
6. The Vendor is responsible setting up, dismantling, and cleaning the booth area.

ADDITIONAL VENDOR INFORMATION:

1. **Gas powered generators are strictly prohibited.** Committee Chairman will be monitoring generator use.
2. Limited 110 electrical connections are available upon advanced request. Vendors may not use electrical connections unless they have paid the electric use fee. Each vendor is limited to **two** connections.
3. **Water and Natural Gas connections are not available.**
4. Nominal festival security is provided for the festival area. The Houston County Chamber of Commerce and Irish Day Festival Committee will not be responsible in any way for loss or damage to participant's property. Exhibitors are responsible for their own personal and property liability.
5. Vendor agrees to indemnify and hold harmless: The Houston County Chamber of Commerce, The City of Erin, Houston County, and the Irish Day Festival Committee and the staff and boards of these

organizations against any claim or action for any cause. Vendors agree they will be responsible for their own insurance under this hold harmless clause.

6. All materials, articles and displays must be in compliance with all applicable laws, rules, and regulations of the United States of American and the State of Tennessee.

7. Exhibitors are solely responsible for collecting, reporting, and paying all Sales and Use taxes collected to the Tennessee Department of Revenue.

8. Vendors agree to adhere to all Health and Fire Department regulations related to booth setup and proper food preparation and service. Vendors understand that the Health and/or Fire Department will close their operation and vendor will forfeit all fees paid under this agreement if standards are not adhered to. The Health Department will visit each food booth on Friday afternoon to inspect and deliver permits.

9. The Houston County Chamber of Commerce reserves the right to prohibit the sale of items considered to be offensive to community standards. No refund will be given in the event a decision is made to close a booth.

10. No beverages with alcoholic content may be sold. Violation of this rule will result in booth closure without refund.

11. The sale of Silly String or similar property items is prohibited. Violation of this rule will result in booth closure without refund.

12. **No vendor may walk any of the vendor booth areas or carnival area selling products.**

13. Vendor understands they will be fined up to \$100.00 for not cleaning or disposing of waste properly in provided waste receptacles. Vendor understands that tree wells are not to be used as trash or waste receptacles.

14 Designated vendor spaces are marked at 10'x10'; vendor's tent, booth, tables, etc. must fit within the assigned space.

15. **Vendors will remain open until 4:00 p.m.**

PARKING:

There will be a designated parking area for vendors. **There will be NO on-site parking of personal vehicles in the festival area.** Your vehicle must be moved immediately after unloading. Vehicles will not be allowed to access the festival site until takedown no earlier than 4:00 p.m. Violators will be towed at owner's expense.

REFUNDS:

No refunds will be given after March 1st. This is an outdoor event and will be held regardless of weather conditions. The Houston County Chamber of Commerce is not responsible for weather, electrical outages or any other circumstance beyond their control.

IN THE EVENT OF AN UNFORESEEN CIRCUMSTANCE OR DISAGREEMENT, THE DECISIONS OF THE HOUSTON COUNTY AREA CHAMBER OF COMMERCE, AND/OR THE IRISH DAY VENDOR COMMITTEE ARE FINAL.

NONCOMPLIANCE WITH ANY VENDOR RULE OR REGULATION COULD RESULT IN INELIGIBILITY FOR PARTICIPATION IN FUTURE SHOWS.