

Carrboro Music Festival

Sunday, September 20, 2009

ARTISAN APPLICATION FORM

Business Name: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Website: _____ (if no website, please provide images)

Sales Tax ID Number _____

May we use images of your work for publicity?

Yes No

CATEGORY:

- Drawing
- Fiber
- Jewelry
- Sculpture
- Ceramics
- Glass
- Painting
- Wood
- Photography
- Mixed Media
- Metal
- Other (please describe): _____

EXHIBIT FEE: \$25.00 - Do not send this fee yet. If you are chosen to participate you will be notified and pay at that time.

Artists will set up in assigned booth spaces along during the 2009 festival, September 20, 2009. You may set up that morning at 10 am and should be open Sunday from 1 pm until dusk. Artists are responsible for providing their own tent (weighted appropriately for wind/weather) and tables/chairs and adhering to all rules and regulations provided regarding setup of their booth and accessibility.

There are a limited number of spaces available. Please submit your application by August 15, 2009, for consideration. You will be notified of acceptance by August 30, 2009. The Carrboro Music Festival Artisan Committee will make decisions as to which artists are accepted and all decisions are final.

PARTICIPANT AGREEMENT

Artist agrees to indemnify and hold harmless Carrboro Music Festival, the Town of Carrboro, all event sponsors, and the agents and employees of each of them, from any and all actions, suits, damages, or claims arising from any injury, loss, or damage to the undersigned during the event, and hereby consents to enforcement of all Festival regulations.

Signature of Participant, an Independent Contractor

Date

Sunday, September 20, 2009

1. SELECTION PROCESS FOR VENDORS – The committee will consider vendors based upon the following criteria:

- a) Local vendors versus out-of-town vendors
- b) Type of artwork

The committee reserves the right to select vendors as well as assign locations. The decision of the committee will be final.

2. LOCAL VENDORS will be given preference.

3. VARIETY - In order to assure variety, we will try to make sure there is a wide variety of types and mediums of art.

4. SPACE - Each vendor will be granted a set number of square feet in the Festival tents. No additional tent space or canopies or grounds space on the Festival site will be allowed without prior written agreement with the Festival Board. Vendors are responsible for their setup, including a **tent not to exceed 10'x10'**.

5. LOCATION - Vendor location assignment will be given on the day of the Festival.

6. SIGNS - All signs and banners must be contained within the vendor's allotted space. No signs will be allowed on the roof of the tent or projecting above the bottom edge of the roof of the tent. **NO ELECTRICALLY LIT SIGNS WILL BE ALLOWED.**

7. SALES TAX PERMITS - Vendors are responsible for obtaining the appropriate permits from local authorities for their operation.

8. VEHICLE ACCESS - Vendors will be allowed to utilize vehicles to move equipment and goods to the site only at times designated by the Festival, generally in the morning hours preceding the Festival start and in the evening following the opening of West Weaver St. Vehicles **MUST** be off the street one (1) hour before the start of the Festival. Vehicles will not be allowed into the festival area during the Festival hours.

9. HOURS - All vendors are expected to operate during the duration of the Festival.

10. TRASH AND REFUSE - Vendors must dispose of all trash in the dumpster provided by the Festival. Recyclable materials must be placed in the appropriate locations designated by the Festival. Vendors are expected to clean up their area regularly during the Festival and thoroughly at the closing of the Festival. Vendors are encouraged to minimize packaging. Assistance will be provided for cardboard and other recycling.

11. LIABILITY, INSURANCE AND INDEMNIFICATION - Each vendor accepts full responsibility for all liability for damages to persons or property arising out of its use and occupancy of the Festival site and further understands that the site is the property of the Town of Carrboro and that neither the town, the Carrboro Parks and Recreation Department assumes any responsibility for damages or losses that may occur to the vendor, its employees, agents or property by reason of such occupancy.

12. ACCEPTANCE OF APPLICATIONS - All applications must be emailed or postmarked no later than August 15, 2009.

Email to: carrboromusicfestival@carrboro.com

Or mail to:

Town of Carrboro Rec & Parks
ATTN: Kim Andrews
100 North Greensboro
Carrboro, NC 27510

All decisions of the Festival committee with regard to the applications are final. Carrboro Music Festival makes no guarantee or representation of the profitability or success of vending operations.