

MERCHANDISE VENDOR APPLICATION FOR ACF 2016

Business Name: _____

Contact Name: _____ Website: _____

Address: _____

Contact Phone #: _____ Email: _____

Names of vending personnel assisting with booth:

Please list the products you will be selling at this festival: We do not grant exclusivity on any items but may limit merchandise once we feel we have reached a saturation point.

Date Requirements:

We accept only vendors who will be vending both days of the festival.

BOOTH FEES are for the entire weekend: Please check the space next to your tent size:

 10x10 - \$250.00 electricity is an additional \$30.00

 10x20 - \$350.00 electricity is an additional \$30.00

 20x20 - \$ 450.00 electricity is an additional \$30.00

PAYMENT - Once approved you will be sent a link for making payment through PayPal. There is a \$7.00 paypal processing fee that will be added as well. You do not need a PayPal account and will be able to make payment using credit card, check or PayPal through their site without signing up. We no longer accept payment via mail.

Electricity: Please add \$30.00 to your booth fee for the weekend, if you require electricity. This will be for one 110V outlet. If you have extraordinary electricity requirements please contact the vendor coordinator to see if you can be accommodated.

Location: Because of the changing map and accessible areas of the park, we cannot guarantee a particular vending location/spot.

Please email this completed application to: ACFVENDORS@GMAIL.COM by SEPTEMBER 1. Our Vendor Director will review your application and you will be contacted with a decision on whether or not you have been accepted. Once you have been notified of acceptance, you will be sent a link to make payment through paypal using credit card, check or paypal account. Fees must be paid by Sept 31st. **Fees are nonrefundable for any reason including weather.**

AGREEMENT ADDENDUM:

- You are responsible for bringing your own tent, table, chairs etc. The ACF does not provide any of these items.
- You are responsible for you own setup and takedown; we do not have volunteers available for you. Please have enough workers to facilitate a quick setup and takedown.
- Pets are not allowed on the Park Grounds. The dogs at the festival have special clearance to attend the festival as part of our Celtic dog breed presentations.
- You are not allowed to “busk” at your tent (as in perform) a musical act. This is out of respect for performers who were selected to perform.
- You are not allowed to bring any ALCOHOL in or out of the park. You can purchase pints at our beer booths and consume it within the grounds if you are of age. Please drink responsibly.
- There will be food and drink vendors available at the Festival, we no longer allow coolers into the festival.
- Because of Health Dept regulations, you may not sell food or give away food samples at your tent without a Health Permit and if you plan on selling prepared food you must also apply as a food vendor.
- You may not leave your children unattended at your tent.
- You can leave your tent up overnight at the Park on Friday and Saturday nights only at your own risk. There is one overnight security guard with a lot of area to cover, so please take with you anything of high value or anything that cannot be replaced. ACF is not responsible for any lost, stolen or damaged items.
- We will have ice for sale. 20LB bags are \$7. You can purchase the ice at either of our beer booths.
- You MUST adhere to the setup and take down times for the festival. If you are not out of the park 2 hours after festival closing then ACA may be charged extra rental and security fees and these will be passed on to vendors who have not respected those times. Failure to be out of the park by the designated time on Sunday evening will also result in our refusal of any future applications by your business.
- You MUST load or unload your vehicle and then move it off the park grounds immediately. The Parks & Rec. employees are very strict with us on enforcing this policy. Failure to adhere to their requirements may cause the Park to deny any and all vehicle entry in the future. So please help us keep this important convenience and remove your vehicle as soon as you unload.
- **Please make sure all trash is removed from your booth and placed in the dumpsters. All boxes MUST be broken down before placed in the dumpsters or they will fill to capacity too quickly.**

FRIDAY SETUP HOURS: Friday – 8:00am to 6pm

You must be out of the park by 6:00 pm on Friday. The park gates will be locked at that time.

For those that cannot setup on Friday there is a small window on Saturday morning from– 8:00 am to 10:00am All cars must be off the lot by 10:00am on Saturday morning so we may make ready for our audience.

SUNDAY TAKEDOWN: Sunday– West end 6:00p (or when last act ends) East end 7:30p (or when last act ends)

West stage area (where most vendors are located) closes at 6:00 pm or when the last performer finishes on the West stage at which time all guests will be guided to the East Stage. Out of respect for the performers, no takedown can occur while they are on stage on the West end.

East stage area closes at 7:30 pm or when the last performer finishes on the East stage.

The access gate will open after all patrons have left the grounds. At that time, you can bring your vehicle in to load. Park gates will be locked and vendors must be out of the Park by 10pm.

I have read the above and agree to adhere to these rules and responsibilities:

Company: _____

Print Name: _____ Signature: _____