

# Set up your food booth at the **THREFOOT ART FESTIVAL • APRIL 7, 2012**

**FILL OUT YOUR APPLICATION TODAY!**



The Meridian Council for the Arts invites you to join us at the revitalized Threefoot Art Festival. With a day-long lineup of great events, art from around the region, Make-A-Wish Walk and more, it promises to be an event that your organization can participate in to raise money and enjoy! The festival is in a great downtown location: On 6th & 7th Streets from 23rd Avenue to 24th Avenue (the streets in front of the Meridian Police Department and City Hall).

## **1. PARTICIPATION**

Vendors of food and beverages, both for profit and non-profit will be allowed. All vendors must fill out an application, and have your application and items for sale approved by the Threefoot Art Festival Committee prior to set-up. The Threefoot Art Festival Committee reserves the right to deny any application it feels necessary to deny. Public health and safety will be reasons for denial, but not the only reasons for denial.

## **2. REPORTING SALES AND PAYING TAXES:**

The reporting of all sales, and the reporting and paying of all taxes is the sole responsibility of the vendor. All vendors must have a tax identification number or submit a social security number to be approved.

## **3. HOURS OF OPERATION:**

All vendors must be in place and open for business by 8:30 a.m. No one will be allowed into the area after 8:30 a.m. for set up. You may set up the evening before starting at 6 p.m. Security is provided.

## **4. LOCATION, SIZE, ACCOMMODATIONS:**

The committee will determine the location of your space. Your requests as to area will be taken into consideration. The event will be held rain or shine, no exceptions. You are responsible for your own set up, providing your own tables, chairs, overhead protection, decorations, signage, ice and etc. The vendor committee reserves the right to require a vendor to remove and replace any inappropriate decorations or signage. ONLY three slots with electricity are available! Electricity is provided on a first come, first served basis. If you need electricity that must be stated on your application and the amperage needed must be included. You must state on your application if your requirements of electricity are large or out of the ordinary. We will provide electricity to as many people as possible, but advance notice is required. Your space will be marked with your organization's name on it. Please set up in the space assigned to you only.

## **5. INSURANCE, HEALTH DEPARTMENT AND SAFETY REGULATIONS:**

You are responsible for having your own liability insurance and are also responsible for passing any Health Department and safety regulations that apply in your case. We have attached local health requirements (please fill out and return with your application) and fire regulations.

## **6. CANCELLATIONS:**

Event will be held RAIN OR SHINE.

## **7. SECURITY:**

There will be police officers in and around the event area during event hours. However, vendors are responsible for their own stock and equipment. The Meridian Council for the Arts will not be responsible for losses.

## **8. PROMOTION:**

Flyers, banners, newspaper articles and radio and television public service announcements will promote the event.

## **9. CONTRACTUAL AGREEMENT:**

A signed copy of the Vendor Application is considered to be a contractual agreement after the vendor committee approves the application. The Threefoot Art Festival Committee reserves the right to cancel the contract due to breach of any of the aforementioned items.

## **10. APPLICATIONS:**

Applications must be postmarked by March 1, 2012. You will be notified no later than March 7 by telephone. Applications received after the deadline will be notified of their approval as soon as possible. Remember, location and electricity is on a first come, first served basis. You may turn in your application as early as you wish.

# THREFOOT ART FESTIVAL 2012 • VENDOR APPLICATION

**NOTE:** Application must be turned in and approved by the Threefoot Art Festival Committee by March 1, 2012.

No alcoholic beverages allowed to be sold in vendor booths.

**Application fees:** Non-Profit Organizations = \$50  
Commercial/For-Profit Organizations = \$150

**Deadline:** March 1, 2012

**Mail to:** Meridian Council for the Arts, Inc., P. O. Box 1405, Meridian, MS 39302-1405

**Questions:** 601-693-ARTS(2787) or 601-485-1944  
or e-mail us at caseynull@meridianms.org



NAME \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: (DAY) \_\_\_\_\_ (NIGHT) \_\_\_\_\_ FAX: \_\_\_\_\_

OWNER (IF DIFFERENT FROM ABOVE): \_\_\_\_\_

TAX ID/OR SOCIAL SECURITY NO \_\_\_\_\_:

LIST OF ITEMS FOR SALE: \_\_\_\_\_ PRICE \_\_\_\_\_

WILL ELECTRICITY BE NEEDED  YES  NO

EXACT AMPERAGE NEEDED \_\_\_\_\_

FOOD TRAILER  FREE-STANDING

The undersigned does hereby and forever discharge the City of Meridian, the Meridian Council for the Arts and the Threefoot Art Festival Committee of and from all manner of actions, suits, claims and demands whatsoever in a law or equity from any loss or damage to the undersigned property, while in the possession, supervision, or auspices of the Meridian Council for the Arts and the Threefoot Art Festival Committee, its members, agents, representatives, or employees.

A signed contract/application indicates an acceptance of the rules and regulations of the Meridian Council for the Arts and the Threefoot Art Festival Committee.

The respective committee reserves the right to make final interpretation of all rules. The undersigned has read and complies with the rules printed in the guidelines and application.

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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Vendor Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved by  
Threefoot Art Festival Committee

\_\_\_\_\_  
Date