



TIPTON COUNTY PORK FESTIVAL

Tipton County Pork Festival, Inc.
PO Box 26 Tipton, IN 46072

ARTS & CRAFTS MARKETPLACE

Come Join us for the Tipton County Pork Festival

Thur, Fri, Sat after Labor Day. September 7, 8, 9th 2023

The **Arts and Crafts Marketplace** is a special area of the Festival where **(1) Exhibitors** show and sell their juried, original, handmade/homemade crafts. **DUE DATE: NO LATER THAN AUGUST 1.** We ask that each application be accompanied by your check and at least three (3) non-returnable photos to enable us to select the participants (unless you are a returning vendor). Don't Be Late! The sooner the better! Please return the attached application (keep a copy for your records). Once vendors are accepted and spaces filled, we will close entries.

Don't delay as you could lose your opportunity to be part of the festival!
Each 12' wide by 10' deep booth space will rent for \$85 until August 1.

We must see photographs of what you are selling. Please list all items on your application. If you are a returning vendor and no items have changed in your booth, there is no need to send pictures. **We will check your booth upon arrival and if there are items not listed on your application we will ask you to remove those items. This is a handmade and or homemade area and we will be checking for that.** Please don't apply if it is not handmade/homemade. There are other areas of the festival you should be in if they are not homemade/handmade. We ask all vendors have a sign in front of their booth so we know who you are.

Timeline:

1. Mail in Application, photos, proof of insurance and check so they will reach us **before August 1**. The sooner, the better your chances are.
2. You will **receive notification by email** on whether you were accepted or not and the lot# that you have been assigned. Returning vendors receive priority.
3. This year there will be a board up front of the Arts and Crafts area with your business name and booth spot on it to where you are being placed. It is extremely important that everyone follow this map and sets up correctly so we can get everyone in.
4. If you have vehicles you need to have on the lot to help setup, you will need to **arrive on the Wednesday or Thursday before the festival** to set up. You can set up on Wed, 11am - 9pm or Thursday from 8am - 11am and **be ready to open at noon on Thursday**. The closer to opening of the festival, the harder it is to get your items into the area as access gets tightened and some areas closed off.. Have your canopy and booth up and ready for business at noon. If you want electricity, **bring a 100 foot grounded electrical cord** (with multiple plug-ins on the end is helpful) with you. You cannot hook together several shorter ones (Fire Marshal Rules) to get to the electrical box hookup. We do not supply any items for your booth.
5. **Your booth must be open at all times** that the festival is open. Thursday noon -10pm, Friday 11am - 10pm, Saturday 10am - 10pm.
6. **You must have a sign in front of your booth or on your tent so we know who you are.**
If you set up and leave during set up please have a sign on the front of your tent.
7. The festival closes on Saturday at 10pm and vehicles will once again be allowed on the lot for teardown.
 - **Parking** is not available for vendors in the Pizza King parking lot. There are rented spots close to the Arts and Crafts Marketplace (Dollar General and others) and you would need to check in with them OR you can park at the school and ride the shuttle back and forth. Port-a-pots are located at the rear of the Pizza King parking lot.
 - **The Indiana Dept. of Revenue** requires all vendors to have a retail merchants certificate and sales tax number before making any sales. Be sure to bring your number with you. Tax officials will be on hand to check you.



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- No camping permitted in your booth space. **No pets are allowed on Festival grounds.** Festival will provide **after- hours all night security** in the craft area. The festival reserves the right to select all exhibitors. Acceptance is based upon originality, quality, artistic ability, and availability of space.

We look forward to seeing you in Tipton in September.

Tammy Hiatt - Arts & Crafts Marketplace Coordinator

Treasurer.porkfest@gmail.com

765-431-0085

Tipton County Pork Festival, Inc.

PO Box 26 Tipton, IN 46072 – 765-431-0085

ARTS AND CRAFTS MARKETPLACE CONTRACT

THIS CONTRACT made and entered into this _____ day of _____ **20** and between the TIPTON COUNTY PORK FESTIVAL, INC., hereinafter referred as “festival” and Artist/Craftsman (hereinafter referred to as, “Vendor”) WITNESSETH: Tipton County Pork Festival, Inc., during the 2022 festival, for exhibition purposes, leases _____ (QTY) outside 10X12 space(s) to the above Vendor for the sum of \$ 85.00 per one space (RECEIVED PRIOR TO August 1) OR \$150 per one space (RECEIVED AFTER August 1), with a privilege of exhibiting or selling the following craft items (INCLUDE PHOTOGRAPHS IF NOT A RETURNING VENDOR FROM LAST YEAR): **Festival dates this year are September 7,8, 9th 2023 (Thursday, Friday and Saturday after Labor Day)**

PLEASE PROVIDE PHOTOGRAPHS OF ORIGINAL, HANDMADE ART/CRAFT ITEM(S) WITH CONTRACT FOR JURIED SELECTION PROCESS. FESTIVAL RESERVES THE RIGHT TO SELECT ALL EXHIBITORS. RETURNING APPROVED EXHIBITORS RECEIVE PRIORITY FOR ACCEPTANCE AND SAME LOCATION, IF AVAILABLE, **IF PAYMENT** AND SIGNED CONTRACT IS **RECEIVED** BY THE **OFFICIAL DUE DATE OF AUGUST 1.** FEES ARE NON- TRANSFERABLE AND NON- REFUNDABLE.

The parties hereto agree that all rent above mentioned must be paid in full with application/contract. No space will be reserved without payment of the appropriate rent due.

1. Vendor/Craftsperson must check in at the Pizza King parking lot to **set-up starting Wed, 11am to 9pm prior to the festival. You can set up Thursday from 8am – 11am. Remember, it will be harder to set up closer to the opening of the festival on Thursday as many areas will be closed off.**
2. Vendors shall have their exhibit and equipment installed to **commence business no later than noon, Thursday.** If the event Vendor fails to comply or fails to occupy space herein leased, all monies paid hereunder will be retained by Festival as liquidated damages.
3. Vendor area will be inspected after set-up to ensure compliance with regulations regarding proper placement, space limits, Fire Code and Electrical Code requirements, proper extensions cords, etc. Tents and canopies will be inspected for fire rating.
4. Festival shall furnish space outdoors in increments of 10-ft. by 12-ft. (more or less). More than one booth space can be purchased side by side if available. **Space is NOT available for vehicles, campers, trailers, etc., in the craft area. Pets are not allowed on Festival grounds.**
5. Festival Management reserves the right to locate vendors at its discretion. Vendor spaces cannot be moved or relocated without approval of Festival Management.



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6. Festival reserves the right to close any exhibit leased herein, without liability, should the Vendor, his exhibit, or employees be deemed by the Festival Management guilty of any act that is against the best interests of the Tipton County Pork Festival. Dishonesty, troublesome behavior, excessive noise or litter, and potential threats to the public health and safety are all grounds for expulsion.
7. Festival shall provide security personnel to safeguard property of Vendors and to maintain order, but Festival shall not be an insurer of said property, nor responsible therefore. Festival shall not be liable for any damages to Vendor's exhibit, equipment, property or merchandise, by reason of fire, theft, loss or other damages.
8. Festival shall furnish electricity to the craft area. Vendors must provide safe, properly grounded 100' electrical cords to reach available outlet boxes. Vendors will be connected to electricity upon arrival. Continuation of electrical service will be subject to Fire Department inspection and approval. All power will be disconnected at 1030 pm Sat.
9. Tables and chairs will NOT be provided with craft spaces. All spaces are in the open with NO shelter or covering.
10. Vendors must keep all areas, including storage locations, clean and orderly. Excessive litter will not be tolerated. Vendors must place all trash in proper receptacles. Vendors cannot stack or leave trash on the ground at the end of the show.
11. **The Festival will not permit any exhibit to be dismantled before the close of the Festival at 10 p.m., on Saturday.** Vendor agrees to comply with Festival hours when signatures are affixed to this contract.
12. Vendor areas will be inspected during Vendor departure. Festival reserves the right to bill Vendor for any repairs to the leased Vendor area.
13. Vendor will provide liability insurance coverage during the event and will submit Certificate of Insurance with application if you are selling a food item.
14. Vendor agrees to comply with provisions of this contract and all rules and regulations set out by the Festival Management. Failure to comply will result in cancellation of this lease and Vendor shall forfeit all rights hereunder, and shall, upon demand, immediately close the exhibit and surrender space leased and shall not be entitled to a refund of any monies paid.
15. Vendor/Craftsman agrees to assume, defend at all times, indemnify, protect, save and hold harmless the Tipton County Pork Festival, Inc., and its officers, directors and agents against any and all claims or demands arising or resulting from the use by the Vendor of the space provided by the Festival, including without limitation the claims of any employee or agent of the Vendor, the claims of anyone attending the exhibit and the claims of any other persons for damages for bodily injury, sickness, mental anguish, or death and claims for damages to the Vendor's property which is sustained during the use by the Vendor the space provided by the Festival.

VENDOR/EXHIBITOR

Name _____

Signature _____

Date _____

Business Sales Tax No. _____

Address City, state, zip



TIPTON COUNTY PORK FESTIVAL

Phone: _____

E-mail: _____

Number of Booth Spaces requested _____ x \$85.00 (received BEFORE AUGUST 1) =
\$_____ **Please make a copy of this contract for your records! Don't forget to include
payment. Checks payable to TIPTON COUNTY PORK FESTIVAL**

**Send photographs, completed and signed contract, certificate of insurance (if a food item)
& payment to:**

Tipton County Pork Festival PO Box 26 Tipton, IN 46072

Failure to do include all requested information could result to not getting a booth space.