**2022 MOVMCF Vendors/Exhibitors/Crafters Application**

\* Required

Read through all the rules and regulations and then complete the application at the end of this document.

**Email completed application and any required images and email to** **MOVMCF@gmail.com** **.**

Submitting an application DOES NOT guarantee you will be a festival vendor. If you are selected, you will be notified and provided instructions on how to submit payment.

Questions? Email: MOVMCF@gmail.com or Call: 740-350-2226

**Event Location, Dates, and Hours:**

Location is Parkersburg City Park, 1920 Park Ave. Parkersburg, WV 26102

Dates are June 17-19, 2022

Your exhibit must be open during the scheduled Festival hours:

Fri 6 - 10pm, Sat 11am - 10pm, Sun 12 - 4 pm

**Exhibit Space and Fees:**

Vendor/Exhibitor fee is: $115.00

Two types of exhibit/vendor spaces are available:

* 10' W x 10' D area where vendor provides his/her own canopy/tent/booth. Tents and canopies must be double staked.
* 10' W x 10' D space in one of the large tents provided by the Festival (Space permitting)

All spaces will be assigned at the discretion of the MOVMCF Committee. No spaces may be sublet or exchanged.

If your exhibit extends past your allotted space, you will be charged for an additional space.

If selected to participate, you will be sent a request for payment. If payment is not submitted by deadline, a fee of $20 will be assessed, participation will be based on space permitting.

No refund will be given to vendors/exhibitors who cancel.

**Guidelines:**

New vendors/exhibitors must provide a photo of items to be sold and a photo of their booth display. This is not a juried show but the MOVMCF Committee must approve your participation in the festival. Registration fee paid by a vendor/exhibitor who is not approved will be refunded.

This is a family event. Items offered for sale should be respectful of all cultures and people. The Festival Committee reserves the right to restrict displays which, because of noise, methods of operation, materials or for any reason, become objectionable, and to prohibit or remove any displays which, in the opinion of the Festival Committee, detract from the general character of the Festival. Vendors are not permitted to sell any fireworks. No silly string, snap pops or stink bombs may be sold or dispensed at the Festival.

Locations, procedures, guidelines, and fees are not guaranteed for future festivals.

**Set-up Access and Times:**

Vendors/exhibitors must check-in with the Festival Committee at the vendor check-in tent.

Exhibit set-up is the sole responsibility of the vendor/exhibitor.

Vendors/exhibitors must provide their own tables, chairs, tents and lights (except in large festival tents), extension cords, covers, etc. The festival will provide electrical power.

This is an outdoor event and sometimes it rains, so be prepared.

Set-up may begin Friday of the event after 9:00AM. You must be ready for business by Friday of the event at 5:00PM.

ALL VEHICLES MUST BE REMOVED FROM THE FESTIVAL AREA BY 4:00PM on Friday.

**Tear-down and Times:**

No exhibit may be dismantled or removed before Sunday 4:00PM on the weekend of the event.

VEHICLES ARE NOT PERMITTED ON FESTIVAL GROUNDS UNTIL LAST STAGE ACT HAS FINISHED PERFORMING. This has been a problem in the past and will be strictly enforced for the safety of the concessionaires, vendors, and festival attendees.

**Security:**

The Festival provides security after festival hours; however, the Festival assumes no liability for exhibitor’s/vendor's property at any time before, during or after the Festival.

**Taxes and insurance:**

Vendors are responsible for consumer sales tax to the West Virginia Tax Commission.

Any sales tax collections and remittances are the sole responsibility of the vendor/exhibitor.

Vendors/exhibitors are responsible for their own general liability and product liability insurance.

**MOVMCF Vendor/Exhibitor Application 2022**

\*Denotes required information

If selected, you accept the rules and regulations set forth by the Mid-Ohio Valley Mutli-Cultural Festival, Inc. You agree to indemnify and hold MOVMCF, its members, directors, officers, volunteers or agents harmless from any and all claims, demands, judgements, losses, and expenses, including reasonable attorney's fees which may occur, arising out of any alleged act or alleged failure to act on my part arising in any manner from my participation in the Mid-Ohio Valley Multi-Cultural Festival whether caused by negligence of those released or not, while in or upon the City Park of Parkersburg, WV, for the purpose of participating in the event. \*

I agree

**Business/Vendor Name \***

**Provide the name and description of your business/organization. (This will be listed on distributed festival information.) \***

**Website if applicable:**

**Mailing Address \***

**Contact Person #1: \***

**E-mail address: \***

**Phone Number: \***

**Contact Person #2:**

**E-mail address:**

**Phone Number:**

**Description of items you wish to sell or information you wish to provide (This will be listed on distributed festival information.): \***

**Type & Size of Exhibit (tent, canopy, booth, etc): \***

**What are your electrical needs? \***

**Choose one: \*** *Mark only one.*

10' W x 10' D space(s) in my own tent, canopy, etc. @ $115.00 each

10' W x 10' D space(s) in 20x40 tent the Festival provides @ $115.00 each

**Did you participate in the festival in 2019? \*** *Mark only one.*

Yes

No

**If you DID NOT participate as a vendor/exhibitor in the 2019 festival you must email a photo of your booth/display to movmcf@gmail.com.**

**Additional Comments:**

Questions? Email: MOVMCF@gmail.com or Call: 740-350-2226

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