

## **Trade Mill Native Heritage Days Arts/Crafts Vendors** **Rules and Regulations**

1. Any member not abiding by the Trade Mill & Native Heritage Days rules and regulations may be asked to leave the event and will forfeit his or her booth space.
2. The event will be held rain or shine. Festival hours are 9am to 5pm on Saturday and 12pm to 5pm Sunday. Setup dates and times are 12pm – 6pm and Saturday 7am – 8:30 am Saturday, There will be no early closing of booths either day. No refunds will be given for any reason.
3. Each Booth is 10' wide by 10' deep, A corner space is defined by a 10' x 10' space that has a customer walk-up access to the front and one side for display and sale of merchandise. It is important that these boundaries be observed when placing your tents to respect your neighbors rental spaces as well, and to ensure that safe and effective emergency and Garbage service vehicles are able to pass through safely. All exhibitors must provide their own tents, shelving, tables and chairs. All displays and supplies must stay within the 10' x 10' booth area. No boxes storage containers and displays are allowed behind, beside or in front of your booth space at any time. Strict adherence to these rules will be enforced.
4. Vendors may show and sell only items handcrafted by themselves and approved for sale at this show by the Art/Crafts committee . Vendors may not show or sale kit- made items, manufactured items or items made by others, items bought or consigned for resale, or flea market items of any kind. If these types of items are found offered in your booth you will be asked to remove the items. Failure to do so will result in dismissal from the grounds and event without any part a booth refund.
5. Reasonable security will be provided, but the Trade Community Center, nor their representatives will be responsible or liable for any loss, damage or injury
6. All vendors must staff their own booths, the event coordinators cannot staff booths for restroom and or food breaks
7. It is the Art/Crafts committee right to deny any participant, even if they participated in past years.
8. You will be placed in a booth space at the committees discretion, however, every effort will be made to accommodate any special needs.
9. All vendors are responsible for the collection and reporting of the Tennessee sales tax
10. There will be a 25.00 dollar returned check fee for all returned checks.