

# **Hot Times Community Arts & Music Festival** **Street Fair Application** **September 6-7-8, 2019**

## **\*Artists, Crafts-Persons, Contemporary Commercial Vendors\***

Hot Times Community Arts & Music Festival is a free, three-day festival where local artists, crafts-persons, community organizations, and political action groups can participate in the fun. Hot Times Community Art & Music Festival Street Fair is an eclectic mix of arts, crafts, commercial merchandise, imported goods, and community & political information. The Street Fair booths with their exciting mix of eye-catching goods are the shops along the shaded streets.

**Read this sheet and the application carefully; fill out the application (LEGIBLY!)** Retain a copy of this sheet, include all requested materials (give us color photo copies of art or merchandise – be clear and illustrative). New vendors must include samples of soaps or other skin items. Describe your booth in detail. A good application can help get you selected. You may send your pictures of products/tent set up to: [Hottimesvendor@gmail.com](mailto:Hottimesvendor@gmail.com)

Send everything to:

**Hot Times**

**P.O. Box 7167**

**Columbus, Ohio 43205**

**ALL APPLICATIONS MUST BE RECEIVED ON OR BEFORE  
August 16, 2019 - NO EXCEPTIONS**

**REMEMBER TO INCLUDE A SELF ADDRESSED, STAMPED  
ENVELOPE**

### **CATEGORY FEES**

**Arts & Crafts:** Artists and craftspeople selling their own work: A \$100 Booth Fee

**Contemporary Commercial:** Vendors selling products and art made by other people or that is imported. A \$100 Booth fee

All booths are 10'x10 (unless you have been approved in advance for a larger space based on prior years' performance.) Additional fees apply (\$200 for 10' x 20')

**If you ARE accepted your Booth Fees will be deposited  
If you are NOT accepted your Booth Fees will be returned**

# Hot Times Community Arts & Music Festival September 6-7-8, 2019

Fill out this application & return it with applicable fees - \$100 for Arts & Crafts OR Contemporary Commercial and Global Village - to be received on or before August 16, 2019

Make all checks payable to: AFOOT/Hot Times

Send to: Hot Times, P.O. Box 7167, Columbus, Ohio 43205

**PLEASE ENCLOSE A SELF-ADDRESSED, STAMPED ENVELOPE that fits and mails your materials.**

**PLEASE PRINT LEGIBLY! New Name/New Address** (Please circle one if you have been here or applied before under a different name and provide that information here →.)

Company Name (if one) \_\_\_\_\_ Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_  
Name of contact person \_\_\_\_\_ Phone \_\_\_\_\_  
Email: \_\_\_\_\_ Web Site: \_\_\_\_\_  
Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Business on Facebook: \_\_\_\_\_  
Instagram: \_\_\_\_\_  
Snapchat: \_\_\_\_\_  
Other social media platforms: \_\_\_\_\_

## CHECK YOUR VENDOR CATEGORY

Arts & Crafts  Imports  Contemporary Commercial  Community Organization

Please list all items you plan to sell or distribute (you may attach pages).

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**\*\*Remember to enclose color copies of photos or examples of items for sale or distribution or your application will not be considered. NO EXCEPTIONS!**

**\*\*Please provide a detailed description of your booth or photos from past years (you may attach a page for this purpose or send via email to: [Hottimesvendor@gmail.com](mailto:Hottimesvendor@gmail.com) Please put your business name in the SUBJECT line of the email.**

**\*\*Please note: The Columbus Fire Department requires that all tents, canopies and tarps be fire resistant and labeled as such (you will need to show a label on the tent or provide a copy of the certificate). The Fire Inspector will make you remove any material that does not meet Columbus Fire Code.**

## FILL OUT THE INFORMATION BELOW OR YOUR APPLICATION WILL BE RETURNED!

Will you need electricity?  Yes  No

Specify equipment you will be running, include projected wattage and/or amperage

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**\*\*Please note: All proposed lighting must be shielded. No exposed bulbs, rope lighting, quartz bulbs, fluorescents, icicle style or large bulb holiday type lights will be allowed. All extension cords must be heavyduty, outdoor type and if accepted, you must have a ground fault breaker between your lights and the Hot Times electrical system. \*\*Indicate any special electrical needs**

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Your signature below indicates that you agree to accept and abide by the Hot Times Community Arts & Music Festival terms and conditions as described in the **2019** booth application and information.

Name \_\_\_\_\_ Date \_\_\_\_\_

Please Print Name \_\_\_\_\_

# Hot Times Street Fair Info 2019 - FAQs

If you are accepted, a complete set up and tear down schedule will be emailed to you the week of August 26<sup>th</sup>, 2019. Please include a valid email.

## **2019 Load In Dates & Times:**

**Thursday September 5th- 6:30pm-7:30pm (All cars off property by 8pm)**

**Friday September 6th- 10:30am-4pm (All cars off property by 4:30pm)**

**Absolutely NO Vendors Loading in/out outside of specified hours.**

**Please do not come early and remember to allow enough time to unload.**

**We understand that you may come several times to your site during loading times with your car HOWEVER.. you must have a volunteer literally walk you down to your booth site EACH time. We thank you for your patience while volunteers do that. Know anyone that would like to help walk cars on these days? Email Jenie at [Hottimesvendor@gmail.com](mailto:Hottimesvendor@gmail.com)**

You are expected to be present with your booth and open all three days of the event.

You MUST have the correct licenses to participate

## LIABILITY

The Festival, its organizers and committees do not accept any responsibility for any injury, loss or damage to goods, displays, equipment or persons.

## EXHIBITORS PROVIDE

If accepted, you will be expected to bring your own tables and chairs, fire rated popup tent – canopy – tarp (if you plan to use one). As per Columbus Fire Code, ALL tents, canopies & tarps must be made of fire resistant material and you must have either a tag on the item or a certificate from the manufacturer stating such with you to show us - NOTE: any tents, canopies or tarps that do not meet Columbus Fire Code will be removed - no exceptions! You will be expected to provide your own displays and lights (ALL lights must be shielded or caged – no bare bulbs are allowed); heavyduty outdoor electrical cords and a trash can to keep your booth area cleaned up.

**The festival provides no equipment for vendor use - no exceptions.**

## YOU MAY NOT BRING

If accepted you may NOT bring charcoal grills or cooking devices, glass bottles (this should be a no brainer but you would be surprised), leave that boom box, MP3, computer or radio at home unless you have earphones – the single largest complaint on the street fair is someone playing an amplified device and annoying the folks around them (imagine listening to your least favorite music or presentation all weekend long from the booth next door) - plus like it's a music and art festival folks there is enough noise!! Don't bring a computer presentation or a TV--no exceptions.

NO sewing machines, polishing devices, grinders, VCRs, TVs, radios, electric fans, computer displays, soldering irons, wood burning irons etc...

## **Items Not Allowed For Sale or Distribution Include:**

If accepted, you may not sell or distribute weapons or weaponlike novelties, items made from coral or ivory, bootlegged records, tapes or CDs, water, pop or food (unless you have been selected to sell food, pop or water), homemade baked goods

(no homemade handouts – food for crowds has to be made in a commercial kitchen and comply with local health codes), any infringement on the Hot Times logo, any materials that advocate sexism, racism, violence or that are discriminatory or violent in content.

## BOOTH SHARING

If accepted, you may NOT share your booth with anyone who has not participated in the selection process for 2019 and been accepted for the 2019 event.

## ANIMALS

For the safety of the people and the animals, NO animals are allowed to accompany booth vendors (no animals in or around your booth – tied in the park behind your booth, left in your car or truck or in crates nearby), with the exception of working dogs for medical reasons, which must remain on a leash.

This means every animal! Leave them at home.

They will thank you and so will the festival.

#### INCENSE, PERFUMES, OILS:

You may have ONE incense burning per tent per vendor at a time. The incense has become overwhelming in the past. If you are bringing perfume or oils-PLEASE BRING A WAY TO CLEAN THEM UP IF THEY BREAK ON THE PAVEMENT. We suggest vinegar and baking soda and a scrub brush/broom. Bring a small cleanup kit with you if you sell these type of products please. You will be responsible and expected to clean up it up immediately. There are many folks that get migraines and sensitive to this.

#### STAY IN YOUR BOOTH! THIS MEANS EVERYONE!

If accepted, ALL sales and distribution of materials must be conducted in your booth space. You are not allowed to roam the grounds and sell or hand out anything!

You may NOT stand in the street in front of your booth. This means if you are collecting signatures for an organization, then you must be in your tent doing it.

#### TENT CONFIGURATION

All tents must be fire rated, must fit in your space and can have no overhangs or awnings sticking out into the street. You MUST anchor your tents, either with buckets of cement, cement blocks, water jugs, sand or other weights. Stakes that go directly through the legs may be used – stakes with ropes may not.

Keep in mind that everyone who is working at the event is a volunteer, no one is paid to be helping you or in too many cases listening to you complain. Everyone is in this together and it is important you are part of the Team.

The Festival reserves the right to not accept vendors who have broken the rules!

Let's all work together.

Happy Hot Times!