



Saturday  
September 9, 2017  
10:00 a.m. to 4:00 p.m.

# MINERAL SPRINGS

4<sup>th</sup>

ANNUAL

FESTIVAL

CRAFT VENDOR / EXHIBITOR

APPLICATION

## Important Information

### About the Mineral Springs 4<sup>th</sup> Annual Festival

On September 9, 2017, Mineral Springs will hold our 4<sup>th</sup> annual festival. This year we are once again excited about offering limited craft vendor spaces along the sidewalk of our downtown park; sidewalk spaces are available on a first come/first served basis. We look forward to once again having the community come out and enjoy the festivities featuring arts and craft vendors selling their wares, food vendors and activities for children.

### Craft Vendor / Exhibitor Definition

Any individual, home-based business or not-for-profit entity interested in selling or showcasing their work or products to the public are welcome to submit a craft vendor / exhibitor application. All other businesses interested in being involved with the festival are eligible to receive an exhibitor booth through various event sponsorship opportunities. Please refer to the Sponsorship Application for more information.

### Location

Mineral Springs Town Hall at 3506 South Potter Road

### Date & Time

**Saturday, September 9, 2017**                      **10:00 a.m. – 4:00 p.m.**

### Key Deadlines

Final Application Deadline:     **August 18, 2017**

Final date for exhibitor cancellation & receipt of refund:     **August 1, 2017**

Space assignments will be emailed and/or mailed to exhibitors during the last week of August 2017.

### Contact

Mineral Springs Town Hall  
Vicky Brooks  
704-289-5331 or 704-243-0505 ext. 221  
[msvickybrooks@aol.com](mailto:msvickybrooks@aol.com)  
[www.mineralspringsnc.com](http://www.mineralspringsnc.com)

**Please Note:  
Incomplete applications will be  
returned to the applicant for  
completion before processing.  
Please read every page of this  
application.**

## CRAFT VENDOR / EXHIBITOR INFORMATION

Please print legibly

**Business Name:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Cell Phone Number:** \_\_\_\_\_

Please provide a brief description of the items to be sold, including price ranges.

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**Spaces** – *We have limited spaces available along the sidewalk in our downtown park on the festival grounds, which will be assigned on a first come first served basis. Get your application in as soon as possible!*

All spaces are 10 feet x 10 feet.

**Fees** (Please mark an “x” next to your desired choice)

\_\_\_\_\_ Craft Vendor / Exhibitor Space = \$25.00

\_\_\_\_\_ Non-profit Space = \$15.00

**No Electricity Available  
No Generators Allowed**

Number of spaces requested (Please mark an “x” next to your desired choice)

\_\_\_\_\_ One

\_\_\_\_\_ Two

**Please list any special needs you may have that the town should take into consideration when assigning your space:** \_\_\_\_\_

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**Total fee to be paid: \$** \_\_\_\_\_

\*\*\*Returned checks will be charged a \$35.00 processing fee\*\*\*

**Form of payment accepted:**

**Cash or Check**

\*\*\*Please make checks payable to the Town of Mineral Springs\*\*\*

**You may drop off or mail your payment to:**

Mineral Springs Town Hall  
Attention: Vicky Brooks  
3506 S Potter Road  
P. O. Box 600  
Mineral Springs, NC 28108

Monday, Tuesday or Thursday  
10:00 a.m. to 2:00 p.m.

## Craft Vendor / Exhibitor Guidelines

1. Awarded spaces are non-transferable
2. Spaces are 10 feet x 10 feet and additional space must be purchased if needed.
3. This is an outdoor event and no refunds for inclement weather will be given.
4. **Craft Vendors / Exhibitors must provide their own tents, tables, chairs and tent tie downs. Tents and tie downs are mandatory.**
5. Craft Vendors / Exhibitors must be present during the entire event and must personally staff their space. Craft Vendors / Exhibitors not arriving by 9:00 a.m. Saturday morning will be considered a NO SHOW. Exhibitors must not break down before 4:00 p.m. at the conclusion of the event.
6. Craft Vendors / Exhibitors are responsible for maintaining and leaving their area free of refuse. Every craft vendor / exhibitor will be given a trash bag. Please leave it in the center of your space or in the closest trash receptacle at the conclusion of the event.
7. **Exhibitors** must *not* provide free water/beverages to the patrons of the festival as we have a nonprofit selling water as a fundraiser; in addition we have food vendors onsite selling these items.



## Craft Vendor / Exhibitor Agreement

Applicants shall indemnify and hold harmless the Town of Mineral Springs, its agents, volunteers, elected officials and employees from and against all losses, costs, damages, expense, and liability caused by an accident or other occurrence in bodily injury, including death, sickness and disease to any persons, or damage or destruction to property, real or personal, arising directly or indirectly from operations, products or services rendered at this event.

Applicant agrees to waive, release or discharge the Town of Mineral Springs, its agents, volunteers, elected officials and employees, of and from any and all claims, demands, costs, liability and causes of action whatsoever that may arise as a result of participation in this event, including but not limited to, any claims, cause of action, liability, damages, demands and costs related to injury to the benefit of Town and shall bind Applicant along with its employees, heirs, legal representatives, assigns and successors in interest of the Applicant or any member thereof.

I, undersigned, agree to abide by all Rules and Regulations set forth in this application. By signing below, I agree to consider this application a commitment and realize that no refunds will be made for cancellations after the cancellation date as specified in this document.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## What to Expect After Submitting Your Application

1. Once you have submitted your application you will receive an email if you are approved.
2. Prior to the event you will receive an additional email that gives you specific event and set-up information including your space assignment, arrival/departure, maps and more.

You will not be called if your application is not approved. If you would like to know the status of your application, please feel free to call Vicky Brooks at the Town of Mineral Springs at 704-289-5331 or 704-243-0505 ext. 221.

## Thank You

Thank you for your interest in the Mineral Springs 4<sup>th</sup> Annual Festival. We thank you in advance for adhering to all rules and regulations assuming that your application is selected. Visit [www.mineralspringsnc.com](http://www.mineralspringsnc.com) for more information on the festival.

