



Tipton County Pork Festival, Inc.
132 N. Conde St. - Tipton, Indiana 46072 - 765-271-2957
ARTS & CRAFTS MARKETPLACE

A Juried Art and Craft Event
Sponsored by Tipton Pizza King
With Support from the Indiana Arts Commission
Tipton Art Show, Tippecanoe Arts Federation and the
National Endowment for the Arts

Come Join us for the Tipton County Pork Festival !

Th, Fri, Sat after Labor Day. September 6, 7, 8, 2018.

The **Arts and Crafts Marketplace** is a special area of the Festival where **(1) Exhibitors** show and sell their juried, original, handmade/homemade arts and crafts, the **(2) Tipton Art Show** with artists and photographers enter their paintings and photographs for judging and exhibition and the **(3) Community Stage** presents several local acts aimed to please. The Arts and Crafts Marketplace draws a large crowd of festival goers (with good weather estimated to be 90,000) from all over the State of Indiana and many return year after year to join in the fun.

DUE DATE: NO LATER THAN JUNE 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.

There are only a limited number of spaces and we sell out every year. Returning vendors receive priority, but if you don't get your application in before June 1, you won't get in. 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 June 1. The low cost is due to a generous grant received from the Indiana Arts Commission. If there are any spots left after June 1 (very unlikely), they will rent for \$150 per space.

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.

Timeline:

1. Mail in Application, photos, proof of insurance and check so they will reach us **before June 1**. The sooner, the better your chances are.
2. You will **receive notification by postal mail** on whether you were accepted or not and the lot# that you have been assigned. Returning vendors receive priority.
3. 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 setup. You can setup on Wed, 4pm - 9pm or Thursday from 8am - 3pm and **be ready to open at 4pm 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 4 PM. If you want electric, **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.
4. **Your booth must be open at all times** that the festival is open. Thursday 4pm -10pm, Friday 11am - 10pm, Saturday 10am - 10pm.

5. 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 on 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 4-H grounds 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.

No camping permitted in your 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.

Brent and Jackie Cardin
Arts & Craft Marketplace Coordinator
cardinbrent@gmail.com

Tipton County Pork Festival, Inc.

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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 _____ (year) 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 JUNE 1) OR \$150 per

one space (RECEIVED AFTER JUNE 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 6,7,8, 2018, Thursday, Friday and Saturday.

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 JUNE 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/Craftsman must check in at the Pizza King parking lot to **set-up starting Wed, 4pm to 9pm prior to the festival. You can setup Thursday from 8am – 3pm. Remember, it will be harder to setup closer to the opening of the festival on Thursday at 4pm as many areas will be closed off.**
2. Vendors shall have their exhibit and equipment installed to **commence business no later than 4 PM, 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 insure 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.

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. Vendor 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 10:30pm, Saturday.
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. **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 right to bill Vendor for any repairs to leased Vendor area.
13. Vendor will provide liability insurance coverage during the event and will submit Certificate of Insurance with Application
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	Signature _____
Date _____	Name _____
Business _____	Sales Tax No. _____
Address _____	City, state, zip _____
Phone _____	E-mail: _____

Number of Booth Spaces requested _____ x \$85.00 (received BEFORE JUNE 1) = \$ _____

**Please make a copy of this contract for your records! Don't forget to include payment.
Send photographs, completed and signed contract, certificate of insurance & payment to: Tipton County Pork Festival 132 N. Conde St. Tipton, IN 46072**