

April 26, 2019

Dear Vendors:

Due to the revitalization of Downtown Oxford; there have been some changes to our booth assignment process.

1. Booth application open May 1, 2019 however, booths will not actually be assigned until August 15, 2019.
2. Booth prices will remain at \$75.00 for crafters, vendors selling wares and non-profits organizations. \$125.00 for marketing and advertising booths.
3. Confirmation of acceptance can be obtained by notice of your deposited check or notice of non-acceptance by your returned application and check within 2 weeks of your submittal.
4. Although many of you request certain spots or locations, again this year these cannot be guaranteed as the City is doing upgrades to the streets; we are also restructuring the location of some of our booths.
5. **It is VITAL that you include a SELF-ADDRESSED STAMPED ENVELOPE with your application. Failure to provide will result in you not receiving your booth assignment.**
6. **AGAIN...This year we will ask for your email address for future application notices** (if you received your application via email, no need to submit again unless the information has changed).
7. The number of non-profit and civic organization booths has been reduced and moved to a specific location near Cotton Antiques (subject to change depending on street scape)
8. Absolutely no open flames in booths (no candles, no cooking) and no generators at all.
9. We are again asking for a door prize gift valued at \$10. or more to direct traffic to your booth, this is not mandatory or a condition of entry.
10. Oxfordfest Committee is a group of volunteers who believe in this wonderful non-profit organization. If you are interested in volunteering your time; please contact us at 256-310-2532.
11. **YOU MUST BRING YOUR PAPERWORK AND BOOTH ASSIGNMENT INFORMATION WITH YOU UPON ARRIVAL TO SET UP YOUR BOOTH.**

Thank you all for working with us as we prepare for our 2019 event!

OXFORDFEST 2019

Downtown Oxford, Alabama
Free Admission to Public
Entertainment all day.

Saturday, October 5, 2019

Drawing for prizes throughout the day



APPLICATION DEADLINE: September 1, 2019

Vendors call Teresa Crosson for additional information @
256-310-2532 or Email us at Oxfordfest@yahoo.com
40,000 or more expected to attend!

DUE TO THE RESTRUCTURE OF DOWNTOWN/ PRIOR OCCUPIED SPACES ARE NOT GUARANTEED

Failure to abide by the following rules will result in removal from the festival.

Oxfordfest Committee reserves the right to refuse entry in to the festival for any reason

ENTRY FEES for 10x10 Booth Spaces (larger tents are not allowed unless you have reserve more than one space)

Entry fee for Crafters/Vendors is \$75.00 / Credit Card payments \$80.00

Entry fee for Marketing Booths is \$125.00 / Credit Card payments \$130.00 (LIMITED SPACES)

Non-Profit spaces are limited

1. Crafters are encouraged to set up on Friday night after 6:00 p.m. Crafters waiting until Saturday may start at 5 a.m. and must be completed by 7 a.m. Around the clock security will be provided. Vehicles must be unloaded and moved before set up. No breakdown of booth before 4 p.m. and no vehicles on the street before 4:30 p.m.

ABSOLUTELY NO DRUGS OR ALCOHOL!

2. All crafters are ENCOURAGED to sell handmade items. No flea market items will be accepted. Crafts of poor taste or questionable items will be removed by the committee. Crafters who have never shown with us before must **submit (3) or more** photos of craft items.

3. No Counterfeit, licensed or trademarked Items. Accurate Description must be given. LIMITED SPACES FOR CIVIC ORGS and CHURCHES.

4. Spaces will be 10 feet x 10 feet and **exhibitors are required to remain within the boundary** unless other arrangements are made with the committee. More than one space can be purchased by the same exhibitor. Spaces in and around the area must be kept clean during the festival **and cleaned up at the time of the breakdown.**

NO ONE MAY WALK AND SELL, SOLICITE OR DISTRIBUTE ANYTHING!

If your company requires only one seller per event, please enclose a statement on your company letterhead outlining these guidelines with your application.

5. Exhibitors are responsible for all equipment needed for their booth including tables, cords, cover etc. Each exhibitor will be responsible for any tax collected from their sales.

Registration fee is NON-REFUNDABLE.

No Rescheduling of Festival In Case of Rain Out.

6. Participants must park in designated areas after unloading.

7. Registration and space assignment can be made by mailing application to:

**OXFORDFEST 2019
P.O. BOX 3159
OXFORD, AL 36203**

Space assignment will be made on a first available basis and registration will continue until all spaces are assigned.

Special request will be considered but cannot be promised.

REGISTER EARLY: Applications may be picked up at the Oxford Public Library, Oxford City Hall or printed from this website.

8. Payment and **self-addressed stamped envelope MUST! Accompany** application. Receipt and space assignment will be sent by return mail to exhibitor. * **Assignment return cannot be guaranteed without this envelope.**

**** Because of the size of the event, multiple providers MAY be granted by the committee.**

NO POWER WILL BE PROVIDED FOR CRAFTERS AND ABSOLUTELY NO POWER GENERATORS

-----Detach here and return lower portion with check-----

Name _____ Address _____

City _____ State _____ Zip _____ Phone _____

Number of spaces _____ ** If requesting more than one space: Answer **Arrangement** request
Arrangement: back to back (one on each side of street) or side by side (both on same side of street) _____

Description of ALL Item(s) to be sold: _____

EMAIL ADDRESS:

Your application submittal indicates that you agreed to the following: I, hereby agree that the Oxfordfest Committee, civic groups, churches and other citizens working on this community project or the City Of Oxford will not be responsible for any injury or loss that may occur to the exhibitors, their employee or goods from any cause whatsoever, while the premises are occupied under this agreement. NO exhibitor or participant in this project will be party to any action against them.

Signature _____ Date: _____

PLEASE DO NOT FORGET YOUR SELF-ADDRESSED, STAMPED ENVELOPE OR YOUR PACKET WILL NOT BE MAILED