

April 28, 2021

Dear Vendors:

As implemented last year; there have been some changes to our booth assignment process.

1. Booth application open May 1, 2021 however, booths will not actually be assigned until August 15, 2021.
2. Booth prices will remain at \$75.00 for crafters, vendors selling wares and non-profits organizations. \$125.00 for marketing and advertising booths. (UNLESS YOU ADD \$1. In place of your SASE.
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, these cannot be guaranteed due to the changes in booth arrangement. THERE ARE NO LONGER FRONT TO BACK BOOTHS. ONLY SIDE BY SIDE (should you request more than one booth).
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. If you are unable to include a Self-Addressed Stamped Envelope (add \$1.00 to your entry fee and we will provide one for you).
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. Absolutely no open flames in booths (no candles, no cooking) and **no generators** at all.
8. 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.
9. 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.
10. **YOU MUST BRING YOUR PAPERWORK AND BOOTH ASSIGNMENT INFORMATION WITH YOU UPON ARRIVAL TO SET UP YOUR BOOTH.**
11. You must bring adequate help for setting up and breaking down your booth(s); Oxfordfest cannot assume the responsibility or liability of helping you with this process.

Thank you all for working with us as we prepare for our 2021 event!

OXFORDFEST 2021

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

Saturday, October 2, 2021

Drawing for prizes throughout the day



APPLICATION DEADLINE: September 4, 2021

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 CHECK OR MONEY ORDER. NO CREDIT CARD PAYMENTS ACCEPTED

Entry fee for Marketing Booths is \$125.00 / CHECK OR MONEY ORDER. NO CREDIT CARD PAYMENTS ACCEPTED

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!

- 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.
- No Counterfeit, licensed or trademarked Items. Accurate Description must be given. LIMITED SPACES FOR CIVIC ORGS and CHURCHES.
- 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. Oxfordfest reserves the right to override.

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.

- Participants must park in designated areas after unloading.
- Registration and space assignment can be made by mailing application to:

**OXFORDFEST 2021
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 Oxford City Hall or printed from this website.

- 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: PLEASE NOTE: **Arrangements will be SIDE BY SIDE only:** (both on same side of street) Your booth(s) will face the center of the street. Please display accordingly.

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