

Northern Appalachian Folk Festival

Visit our website: northernappfolkfest.org

Always the weekend after Labor Day - September 8, 2018

Beautiful Downtown Indiana, Pennsylvania

NAFF.Vendors@gmail.com



a DOWNTOWN INDIANA Event

AGREEMENT:

Please complete both sides and sign this agreement. **Applications must be postmarked by August 17, 2018.**

This agreement is hereby entered into this date of _____ by and between Downtown

Indiana, Inc./Northern Appalachian Folk Festival ("Festival") and _____ ("Participant")

CONTACT: _____ BOOTH NAME: _____

COMPANY: _____ ADDRESS: _____

PHONE: _____ CELL: _____

FAX: _____ EMAIL: _____

WEBSITE: _____ FACEBOOK: _____

☒ **YES!** I will like to participate in the Northern Appalachian Folk Festival!

PRODUCT: *Your food / product will need to be approved by the Festival. Please refer to ELIGIBLE ITEMS.*

(Send at least three (3) clear photographs of your food/product to NAFF.Vendors@gmail.com. You can also send hard copies with your checks to address on the next page.)

FOOD VENDORS: You MUST submit a copy of your Department of Agriculture's Safe Food Certification.

CHECK ONE: ☐ For-Profit Vendor ☐ Non-Profit Organization (Submit copy of 501(c)(3) certificate)

CHECK ONE: ☐ Food Vendor ☐ Non-Food Vendor: (Pick one:)
☐ Fine Art ☐ Craft ☐ Information/Education
☐ Antiques ☐ Small Game of Chance (Non-profits only.)

☐ **YES!** I will like to do a demonstration/provide a workshop about my art/craft/antiques/organization.

☐ I demonstrate my craft while I vend. Please add me to your DEMONSTRATION MAP.

LIST FOOD/PRODUCT(S) YOU WILL BE SELLING:

PLEASE PROVIDE SPACE REQUIREMENTS, ELECTRICAL NEEDS, AND PAYMENT INFORMATION ON NEXT PAGE.

~ PLEASE DO NOT WRITE BELOW. NORTHERN APPALACHIAN FOLK FESTIVAL USE ONLY. ~

FOOD

☐

NON-FOOD

☐

APPROVED

☐

SINGLE

☐

DOUBLE

☐

ELECTRICITY

☐

DEMONSTRATE

☐

BOOTH#

SPACE REQUIREMENTS: (Fees listed are for the one-day set up.)

- ☐ Food Vendor: Truck/Trailer (Size of Truck/Trailer: _____) Up to 10' x 20' \$125
- ☐ Food Vendor: Tent/Booth (No Wheels) 10' x 10' \$75
- ☐ Food Vendor: Tent/Booth (No Wheels) 10' x 20' \$125
- ☐ Non-Food Vendor: 10' x 10' \$50
- ☐ Non-Food Vendor: 10' x 20' \$75

ELECTRICAL POWER: Please note, no electricity is needed for lights as festival ends at/before dusk.

- ☐ I will not require electrical power.
- ☐ **110 amps*** (To be used for: _____) \$75
*You must bring your own LONG extension cord, duct tape or carpet (to cover cord), and power strip.
- ☐ **220 amps*** (At what voltage will you be running? _____) \$75
*You must bring your own LONG extension cord, duct tape or carpet (to cover cord), and power strip.
- ☐ I will bring my own QUIET GENERATOR. (Absolutely no loud generators will be allowed. You will be shut down with no refund if you are found to have a loud generator.)

CHECK #1: Total Space / Electric from above:\$ _____

CHECK #2: Application Fee (Non-Refundable):\$10.00

TOTAL AMOUNT DUE - Add amount of all checks here:..... \$ _____

PAYMENT: Make checks #1 & 2 payable to: "Downtown Indiana" (Memo Line: **NAFF 2018**)

FOOD VENDORS: You MUST submit a copy of your Department of Agriculture's Safe Food Certification.

Please mail application, TWO checks, and photos to:

Downtown Indiana, Inc. / NAFF
9 N. 9th Street, Indiana, PA 15701

CREDIT CARD PAYMENT: A 3% non-refundable surcharge will be added to the fees. Provide information below and email application to NAFF.Vendors@gmail.com

Card #: _____ 3-Digit Code: _____ Expires: ____ / ____

By signing this document, the applicant has read, understands, and agrees to the Northern Appalachian Folk Festival's (NAFF) rules and procedures.

The undersigned also agrees to release Downtown Indiana, Inc. and all individuals and organization associated with organizing the NAFF from any claims due to damage, loss or injury during the festival.

SIGNATURE: _____ DATE: _____

PRINT NAME: _____

Space is limited, and applications will be accepted on a first-come, first-serve basis. The Northern Appalachian Folk Festival will select the quantity and diversity of all vendors. Refund of Space Fee(s) will be made to those not accepted. Application Fee is non-refundable.

Vendors will receive written confirmation of acceptance. **Applications must be postmarked by August 17, 2018.**

----- Thank You! -----

VENDOR SCHEDULE:

Saturday, September 8, 2018

Set Up
7:00 to 10:00 am

Sales: Non Food Vendors
11:00 am to 7:00 pm

Sales: Food Vendors
11:00 am to 8:00 pm

ELIGIBLE ITEMS:

This is a show for artists, craftsmen, and producers of locally-crafted products.

It is not a show for commercialism, distributors, or dealers.

Final interpretation of commercial status will be made by the NAFF Vendor Committee.

PLEASE NOTE: Duplicate vendors are possible.

Please refrain from selling bottled water. The NAFF committee is a nonprofit organization and wishes to be the sole provider of bottled water to help offset the cost of the festival.

NON-FOOD PRODUCTS

ELIGIBLE:

- o **FINE ART** – Include Paintings: Oil, Acrylic Watercolor; Drawings; Prints/Graphic; Sculpture; Pottery; Wood; Leather; Jewelry; Weaving; Metal; Glass; Photography, et al.
- o **ARTS & CRAFTS**
- o ALL fine art and arts/crafts items must an **original, handmade creation** of artists/crafters living in the Northern Appalachian region.*
- o **ANTIQUES / VINTAGE** – Items being displayed must be true vintage or antique pieces (**pre-1980**) and should portray the rich and diverse history of items used within the Northern Appalachian region. **It would be great to include as many items as possible which were originally produced within the Northern Appalachian region* and mark them as such.** Items not pertaining to the mission of this Festival, and therefore not acceptable, include current day items (post-1980); imported and mass produced “flea market” items; pre-packaged items; and “grab boxes” of mixed whatnots.
- o **NON-PROFIT ORGANIZATIONS** – All organizations must be located in and serve the communities within the Northern Appalachian region.* All items sold must be made/prepared by members and not manufactured in mass quantities by a company (no resale products). It is recommended that small game of chance, if licensed, should offer instant, at-time-of-sales chance to win.

NON-ELIGIBLE: These items will not be accepted and cannot be included among your art and crafts:

- o Manufactured, mass-produced, pre-package items.
- o Flea market items
- o Home Business items
- o Imported, non-regional items
- o Greenware, pre- packaged kits
- o Work produced by someone other than the exhibitor.

FOOD PRODUCTS

ELIGIBLE:

- o Locally produced and packaged food/beverages
- o Locally grown produce and plants.
- o Foods/concessions prepared on-site

NON-ELIGIBLE:

- o Home Business items
- o Imported gourmet foods

FOOD VENDORS: You MUST submit a copy of your Department of Agriculture's Safe Food Certification.

- This is a family-oriented show. Please keep this in mind when you are choosing work to be displayed.
- Vendors violating the rules of this festival could possibly be asked to leave the event without refund and will become ineligible for readmission to future festivals.

VENDOR RULES:

1. Any generator used must be a QUIET GENERATOR or you will be shut down. No exceptions. No refunds.
2. All cords must be covered with tape or carpet.
3. Water will not be provided. You must secure your own if needed.
4. No refund will be given once application has been received unless your application is not approved.
5. No application will be accepted without full payment.
6. The Festival will go on regardless of weather. No refunds will be given for any reason.
7. Vendors must be at least 18 years of age.
8. Vendors must be set up and booths must be manned at all times by the artist or a representative very knowledgeable about your art, craft, antiques, business, and/or organization.
9. Booths must be ready and available for sales during all scheduled hours for both days (Saturday and Sunday).
10. Space and location assignments are at the discretion of the Festival and vendors are required to stay in their assigned space.
11. TENTS ARE REQUIRED and MUST be stabilized by weights only. No spikes, nails, screws, or stakes are allowed to tie down booths in the street. This will be strictly enforced and violators will be dismissed with no refund of fees. Vendors are to sell only those items listed on their application and approved by NAFF.
12. Space and location assignments are at the discretion of the Festival and vendors are required to stay in their assigned space.
13. Vendors and their workers are expected to behave and conduct themselves civilly and professionally at all times. The Festival reserves the right to remove any worker who does not meet acceptable standards.
14. The Northern Appalachian Folk Fest is not responsible for theft, bodily injury, or damage to the property of the vendors and is absolved of any legal proceedings for any reason. The vendor is responsible for procuring their own insurance coverage against loss, injury, or damage to their own or others during time at festival.
15. All vehicles must be removed from the exhibition site by opening time of festival.
16. Each vendor must provide display racks or tables for his or her work. Bring your own chairs. It is wise to be prepared for rain.
17. The Northern Appalachian Folk Festival will not be liable for the refunds of or any other liabilities whatsoever for the failure to fulfill this contract due to any cause beyond the NAFF's control such as acts of God, strikes, or legal ordinances.
18. We are confident you will understand and abide by the rules, which we feel necessary to produce a top quality show. However, if you feel that you cannot or will not comply with certain of the rules, please refrain from applying to the show. Thank you for your support. We are looking forward to an outstanding show.
19. Food vendors MUST submit a copy of their Department of Agriculture's Safe Food Certification.

***ELIGIBILITY:** Groups, especially those based in the following counties that are officially in the Northern Appalachian Region as defined by the Appalachian Regional Commission, are invited to participate in the Northern Appalachian Folk Festival:

Pennsylvania: Allegheny, Armstrong, Beaver, Bedford, Blair, Bradford, Butler, Cambria, Cameron, Carbon, Centre, Clarion, Clearfield, Clinton, Columbia, Crawford, Elk, Erie, Fayette, Forest, Fulton, Greene, Huntingdon, Indiana, Jefferson, Juniata, Lackawanna, Lawrence, Luzerne, Lycoming, McKean, Mercer, Mifflin, Monroe, Montour, Northumberland, Perry, Pike, Potter, Schuylkill, Snyder, Somerset, Sullivan, Susquehanna, Tioga, Union, Venango, Warren, Washington, Wayne, Westmoreland, Wyoming.

New York: Allegany, Broome, Cattaraugus, Chautauqua, Chemung, Chenango, Cortland, Delaware, Otsego, Schoharie, Schuyler, Steuben, Tioga, Tompkins. **Ohio:** Ashtabula, Trumbull, Mahoning, Columbiana, Carroll, Jefferson, Harrison, Belmont, Tuscarawas, Guernsey, Holmes, Coshocton, Muskingum.

West Virginia: Hancock, Brooke, Ohio, Marshall. **Maryland:** Allegany, Garrett, and Washington.

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