

# 2019 Exeter Arts & Music Fest / **FOOD VENDOR**

**Saturday, May 18th, 2019, 10am – 4pm, RAIN or SHINE**

**By the river and pavilion on Swasey Parkway**

**Presented by TEAM and Arts Industry Alliance**

Thank you for your interest in the Exeter Arts & Music Fest. AIA and TEAM are non-profit organizations committed to the promotion and cultivation of original works by local and regional artists, musicians and performers. The Festival will include activities throughout the weekend, with the main event on Swasey Parkway Saturday with an all-day arts, music, food and cultural festival.

**Fees: \$125 Before March 1st / \$150 After / Payable by check or through Paypal.**

**Insurance: Vendors must provide own insurance and provide a copy of their Certificate of Liability with minimum \$1,000,000 deductible naming “Arts Industry Alliance” as additional insured.**

**Supplies: Vendors must supply their own generator if electricity is needed. Water supply is not available.**

**Deadlines: *Applications MUST be postmarked or emailed by April 20th, 2019. Applications are juried in the order received and spaces are limited.* Notification of acceptance or non-acceptance will be emailed within 2 weeks.**

## **Unloading, set-up, parking, and break-down**

~ **Set-up time is 7:30am to 9:00am. No vehicles AFTER 9am.**

~ **Site ready by 9:30am.**

~ **Festival starts at 10:00 am / Break down at 4:00pm**

~ **Each space is a pre-assigned 10x10 space (food trucks are exceptions)**

Vendors can unload from the paved parkway (do not drive on the grass). Absolutely no set-up before 7:30 am. Once unloaded, vehicles MUST be moved before setting up tents or display. Hand-carrying distances may be up to 50 ft. NO vehicles can be in unload/drop-off area past 9:00 am. Plan to enter the park for unloading by way of Water Street. Vendors must be set up by 9:30 am. Vendors agree to remain set up until 4:00 pm; early breakdown is NOT permitted as the public perceives the show is closing, decreasing foot traffic. No vehicles allowed for break-down before 4:00 p.m.

**Storm Policy: This is a rain or shine event. Thank you for understanding and supporting the promotion of local arts and music.**

### **Display guidelines and site safety**

- Tents weights **MUST** be 25lbs minimum on each leg. No stakes or ropes to ground.
- All tall display shelves or racks must be weighted to keep from tipping.
- Boxes, materials, wrap, trash must be stored out of sight.
- During and after event, the artist must maintain a clean and undamaged site.

### **Promotion and Marketing**

If you are accepted, by submitting your entry, you give TEAM/AIA the right to publish your images as part of our marketing efforts. ALL accepted vendors will be listed and promoted on our website and social media pages with links to your sites and pages leading up to the festival.

### **TEAM Contact Information**

TEAM website / [www.TeamExeter.com](http://www.TeamExeter.com)

TEAM email / [TownExeterArtsMusic@gmail.com](mailto:TownExeterArtsMusic@gmail.com)

TEAM address / **109R Water Street, Exeter, NH 03833**

TEAM phone / **603-512-8396**

**NOTE:** Please keep the above information and make a copy of the APPLICATION FORM for your own records. Mail or email the original signed application to TEAM.



**Exeter Arts & Music Fest / Saturday, May 18th, 10-4pm / Food Vendor**

1. Fill out application completely and submit by April 20th, 2019
2. \$125 check made out to TEAM or Paypal / \$150 after March 1st
3. Sign and date application form and enclose 2 images of your vendor set up
4. Mail to : TEAM, 109R Water Street, Exeter, NH 03833
5. OR email to : TownExeterArtsMusic@gmail.com

Name \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_ Phone # \_\_\_\_\_

Website \_\_\_\_\_

Items to be sold \_\_\_\_\_

“I have read this application in its entirety. I understand that TEAM/AIA shall not be liable for any claim or loss or damage of any kind to my business or myself and I agree to release and hold them harmless for such liability. I understand that failure to follow any of the listed conditions and requirements (including safety for tent set-up) for participation in the Festival per the Application Form will be grounds for dismissal (without refund) from the Festival.”

Signature \_\_\_\_\_ Date \_\_\_\_\_