

13th ANNUAL
2015 TOWN OF UNICOI



APPLICATION

MAY 16, 2015

Sponsored by the Town of Unicoi
(423) 743-7162 • www.unicoitn.net



2015 Town of Unicoi Strawberry Festival



General Information

The Town of Unicoi Strawberry Festival is a celebration and presentation of the unique heritage, foods, crafts and culture of the southern Appalachian region. The festival is coordinated and sponsored by the Town of Unicoi and is held on the track field at the Unicoi Elementary School 404 Massachusetts Avenue Unicoi, Tennessee. The Festival will be held on Saturday in May 16, 2015 is in its 13th year and attracts more than 110,000 visitors for the one-day event. Food for all tastes, musical entertainment, special events and quality arts and crafts blend to create an exceptional atmosphere for artists to exhibit and sell their work.

Booth spaces

Each booth is 10' wide and 10' deep. The number will be marked on orange flags represents the center of the booth. It is important that these boundaries be observed to respect neighbors' rental spaces and to ensure emergency and garbage collection vehicles may pass through.

Rules and Regulations

1. Any vendor not abiding by the Town of Unicoi Strawberry Festival Rules and Regulations may be asked to leave the Festival grounds and will forfeit his or her space.
2. Festival hours are 10 a.m. through 6 p.m. on Saturday. Your signature on this application confirms your participation and agreement to adhere to festival rules & regulations.
3. The festival is advertised until 6 p.m. **To maintain the integrity of the festival, we require all vendors to maintain their booths until 6 p.m. Failure to do so will forfeit a vendor's right to a booth space for next year's show.**
4. Main Avenue is reserved exclusively for handmade crafts, therefore merchandise bought for resale (except antiques and collectibles) will not be permitted.
5. All exhibitors must provide their own tents, shelving, tables and chairs. The area around the booth space must be kept free of litter. Vendors must apply through the Chamber office for electricity and supply their own cords.
6. All vendors must collect and submit Tennessee State Sales Tax. The State of Tennessee Department of Revenue will provide, through the ***** , sales tax forms for collection.
7. All vendors must staff their own booths. The Town of Unicoi cannot staff booths for food or restroom breaks.
8. **No vehicles are allowed on the festival grounds during festival hours. Vendors bringing vehicles onto the festival grounds between 7:00 a.m. and 5:00 p.m. Saturday could face forfeiture of their space the following year and possible city fines and towing. Vendors not adhering to this rule may be asked to leave the Festival grounds and will forfeit his or her space.**
9. No jumping jacks or fireworks of any kind; Chinese throwing stars; blow dart guns; weapons or toys imitating weapons or like products are allowed within Festival grounds.
10. Specific space requests may be made on the application, but are not guaranteed. Current vendors have 10 business days after the Festival to request the same location. Every effort will be made to accommodate the request. The Chamber of Commerce reserves the right to move vendors as needed.
11. No subleasing of Strawberry Festival booth spaces is allowed. The booth must contain the items listed on the attached application. You are not allowed to sell your booth to another vendor and/or organization, nor are you allowed to give your booth to another vendor and/or organization. If you cannot occupy your booth, the booth reverts back to the Chamber of Commerce.
12. Cancellations made before March 31 are eligible for a full refund. Cancellations made after April 1 may be eligible for a refund at the discretion of the Executive Aide. No refunds will be given after May 1.
13. The festival will be held rain or shine. No refunds are given for inclement weather. Additionally, no refunds will be given for any natural disaster, such as, but not limited to tornados or flooding, that occur or other uncontrollable circumstances that would require festival cancellation.
14. For the safety of all festival goers, no pets are allowed on festival grounds.
- 15. Information concerning setup for the 2015 festival will be mailed in February.**

2015 TOWN OF UNICOI STRAWBERRY FESTIVAL

May 16, 2015
Vendor Application

Company/Organization: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

<i>For Official Use Only</i>	
Booth #:	_____
Receipt #:	_____
Amount:	_____

NON-PROFIT FUNDRAISING GROUP FOOD VENDOR **\$10** per Booth

PROFIT FUNDRAISING GROUP FOOD VENDOR **\$20** per Booth

Electric \$10 Power Fee - Limited Availability (Heavy Duty Extension Cords ONLY) Electric N/A

Product/Food Type: _____

Purpose of Fundraiser (if applicable): _____

Description of Product: (Please include photos with application)

(Please list all items planned for sale, items not listed on this application are subject to removal during the festival.)

SEND PAYMENT WITH APPLICATION

Number of Booth Spaces _____ Amount Enclosed: _____

Make Checks Payable To: Town of Unicoi Checks may be mailed to: P.O. Box 39, Unicoi, TN 37692

***All Vendor Spaces are 10 ft. wide x 10 ft. deep.**

The Town of Unicoi is the organizer of the event and reserves the right to refuse any vendor from participating in the festival. Vendors already participating in the festival have a grace period to renew, therefore spaces are limited. Our office will contact you via email or telephone within 60 days if you have been accepted to the show. If you have not been contacted within 60 days, we will keep your application in our festival waiting list file. By signing on the line below, you agree that you: 1) have read and understand the application process and agree to follow all of the festival rules and regulations; 2) that the description of your product and pictures are a fair representation of your product; and 3) that if accepted to the show.

Signature: _____ Date: _____

Town of Unicoi • P.O. Box 39 • Unicoi, TN 37692
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