

MusicFest 'n Sugar Grove
Cove Creek Preservation and Development, Inc.
Commercial/Craft Vendor Application
SUBMIT APPLICATION BY JUNE 16th OR CALL 828-297-2200

COMPANY NAME _____

CONTACT PERSON: _____

Address: _____

City: _____ State: _____ Zip _____

PHONE: DAY: ____) _____ EVENING: ____) _____

EMAIL: _____

DESCRIPTION OF ITEMS TO SELL (You may send photos):

NOTE: APPLICATION IS NOT COMPLETE WITHOUT PAYMENT OF THE VENDOR/CRAFT FEE-

Make Checks Payable to Cove Creek Preservation and Development, Inc. (CCP & D)

NOTE: All tents MUST be flame retardant and labeled as such and have a 3.5# Fire Extinguisher on site.

Vendor fee includes two passes.

NOTE: Vendors may set up on Thursday from 12:00 noon until 7:00 p.m. or Friday at 8 a.m.-10:00 a.m.

____ Vendor Fee of \$75.00 enclosed for 10 X 10

____ Vendor Fee of \$100.00 enclosed for 10 X 15 Space

____ Thursday afternoon: I will be at the festival site at _____(time) to begin my set-up.

____ Friday morning: I will be at the festival at _____(time) to begin my set-up to be complete no later than 10:00 a.m.

____ Proof of professional liability insurance is enclosed (optional).

Collecting and reporting of the NC sales tax is the responsibility of all vendors participating in the MusicFest. I agree to abide by the rules and regulations of the Festival: a copy of which I acknowledge receipt. I also understand that by signing this form I am responsible for any helper that might assist me. I agree not to hold Cove Creek Preservation & Development, Inc., responsible or liable for accidents, loss, theft or claims of any nature resulting from my participation.

Signature: _____ Date: _____

Return Form to:

CCP & D

P.O. Box 344

Sugar Grove, NC 28679

**18th Annual
MusicFest-n-Sugar Grove
207 Dale Adams Road
Post Box 344
Sugar Grove, NC 28679
Phone: (828) 297-2200
Fax: (828) 297-2205**

Greetings:

The 18th Annual MusicFest will be held at the Historic Cove Creek High School eight (8) miles west of Boone, NC off Highway 421 in Sugar Grove, NC on July 10th & 11th, 2015. The festival is an outdoor event and will be held rain or shine.

You are cordially invited to submit a vendor/craft application. Please read the enclosed festival rules/guidelines, then complete and return the application along with a check for \$75.00 or \$100.00. All applications must be submitted by June 16th.

On Friday gates will open at 11:00 a.m. with the opening ceremony at 12:30 and music starting at 1:00 p.m. and ending around 10:30 p.m. On Saturday gates will open at 9:00 a.m. with music starting at 10:00 a.m. and ending around 10:30 p.m.

For further information, please call (828) 297-2200 or send a fax to (828) 297-2205. Thank you for considering the MusicFest-n-Sugar Grove.

Sincerely,

Vendor Committee

Enclosures

MusicFest-n-Sugar Grove
July 10th & 11th, 2015

VENDOR/CRAFT RULES/GUIDELINES AND GENERAL INFORMATION

SUBMIT APPLICATION BY JUNE 16th

1. Each vendor/craftsman must submit a complete application form and a \$75.00 vendor/craft fee must accompany the application (payable to MusicFest-n-Sugar Grove). Deadline for application and payment for booth fee is June 16, 2015. No refunds. The required booth fee is for rental of a 10x10 vendor space by the applicant only and is not transferable to another vendor. Your application is not complete without payment of the vendor/craft fee. If a 10x15 or 10x20 space is needed, the cost is \$100.00.
2. Exhibitors will be limited to the number of merchandise items as indicated on the application. You may not sell any additional items without the expressed consent of the Festival Vendor Coordinator. Please use discretion in providing an attractive and uncluttered display.
3. No vendors will be allowed to come in and set up with other vendors or set up at other locations without submitting an application, receiving approval, and paying the required vendor/craft fee.
4. The Festival reserves the right to cause any unacceptable work to be removed from any exhibit or to cause any exhibit to be removed, which does not reflect the standards and goals, set forth by the Festival officials.
5. No food or beverage products of any kind are to be sold by commercial/craft vendors.
6. No illicit products may be displayed in any form.
7. Exhibitors are responsible for providing fire retardant tents that are labeled as such, tables, chairs, and all display materials.
8. All vendors are responsible for removing their own trash.
9. As stated by the North Carolina State Fire Codes, **NO SMOKING** will be allowed in the tents or seating area under the main tent.
10. **NO pets are allowed.**
11. All MusicFest vendors are responsible for and must pay applicable state sales tax. Collecting and reporting of the NC sales tax is required.
12. The Festival will not be postponed or cancelled due to inclement weather. Exhibitor takes full responsibility for the protection of goods and property in the event of adverse weather.

13. Exhibitors are required to maintain their display throughout the day. You may begin to set up your tent/display on Thursday afternoon, July 10th from 12:00 noon until 7:00 p.m. or you may prefer to set up on Friday morning from 7:00 a.m. until 10:00 a.m.

If you plan to set up on Thursday afternoon, please make prior arrangements with our office to secure your location and also indicate this information on the vendor application form in the space provided. All vendors should check in upon arrival to festival grounds to gain access to your booth area. Also, all vendors must be on-site and set-up by 10:00 a.m. on Friday in preparation for gates opening to the public.

14. Two passes will be issued for each vendor/craft application accepted.
15. On-site festival parking will be limited. Each vendor will be assigned **one parking permit** for festival parking, which must be displayed on the dash of the vehicle at all times. There will be a designated vendor parking area. After unloading, you will be required to park in the designated parking area.
16. Upgraded electrical outlets will be provided, however, limited access will be available to vendors. Vendors must provide commercial grade, grounded extension cords.
17. Vendors for the MusicFest area strongly encouraged to maintain and show proof of professional liability insurance. The MusicFest Committee and organizers accept no responsibility for injury, harm, or loss.
18. This is a family oriented festival. **ALCOHOL and DRUGS and PETS are prohibited.**
19. The MusicFest may, at its discretion, remove any vendor, merchandise, or display that does not conform to the above rules.

IF SELECTED FOR 2015

If selected as a 2015 vendor, you will notified by phone. This call will also confirm your vendor check-in date, time and any other updated information.

If you have additional questions or need additional information, feel free to contact our office at (828) 297-2200 or by fax at (828) 297-2205. Thank you for your participation.

Vendor Committee