



FOOD VENDOR APPLICATION & AGREEMENT

Saturday May 7 and Sunday May 8, 2011

Registration Deadline: April 7th, 2011
www.artbque.com - info@artbque.com

Thank you for your interest in participating in our **4th Annual Art B Que**. Please fill out this application and provide the requested photos, information, and fees along with your your application. A website link that clearly displays your work is acceptable in lieu of physical photographs. Please note that the food vendor booth fee for two days this year is \$250

Returning vendors do not need to provide photos.

Make checks payable to AECAFI

(Avondale Estates Cultural Affairs Foundation, Inc.)

Mail checks with application to:

MAIL TO:

AECAFI
c/o Bart Webb Studios
2846 Franklin St.
Avondale Estates, GA 30002

Payment required with application

company name _____

contact person's name _____

mailing address _____

city _____ state _____ zip _____

email address _____ (please note: EMAIL is our primary means of communication)

website _____ telephone _____ cell _____

Please submit a complete menu of food to be offered or a detailed description below (only non acholic drinks are permitted for vendor sales)

please indicate the price range of your food _____

what is the nature/size of your setup (tent, tailor, etc. Please include photo if available) _____

what are your power requirements _____

how did you hear about the Art B Que _____

have you participated in any other festivals _____

do you have any special needs _____

This application does NOT guarantee a space.

FESTIVAL APPLICATION & BOOTH FEES

Food Vendor \$250 booth fee payable to:

AECAFI (Avondale Estates Cultural Affairs Foundation, Inc.)

c/o Bart Webb Studios
2846 Franklin Street
Avondale Estates, GA 30002

- there will be a \$25.00 fee on returned checks.
- vendor both fees are non-refundable after April 7th, 2011.

for more information please visit our website
www.artbque.com
email us at info@artbque.com
or leave a message at
(678) 572-OINK (6465)

VISA or MASTERCARD

VISA MASTERCARD

card# _____

exp. date _____ V-code _____ (3-4 digits on signature line)

cardholder name (print) _____

cardholder address _____

_____ zip _____

I hereby authorize the Art B Que management to charge the application fee to my charge card upon receipt acceptance of my application.

cardholder signature _____

* Art B Que is an event of the Avondale Estates Cultural Affairs Foundation, Inc., (AECFAFI), a not-for-profit organization sponsored by the City of Avondale Estates, GA.





REGULATIONS AND INFORMATION

Saturday May 7 and Sunday May 8, 2011

This is a rain or shine event
www.artbque.com - info@artbque.com

- 1) **All Proceeds:** Vendor sales will belong to the vendor. No commissions will be assessed.
- 2) **Taxes:** Food vendors are responsible for collection of sales, and taxes. Dekalb county sales tax is 7%. It is the full responsibility of the artist to collect and pay all sales tax.
- 3) **Space Rental Charge:** The food vendor space rental is \$250.00 for each booth space.
- 4) **Payment:** Applications must be accompanied by full payment. Checks will be held and only deposited upon acceptance of vendor into the festival. Food vendors who are not accepted will have their checks promptly returned.
- 5) **Acceptance:** Art B Que management has exclusive right to accept and reject applications. Applications selected to participate will be based on the purpose of gathering a collection of menus. Art B Que management can refuse rental of a food vendor space to any company or individual whose menu or services is not, in the opinion of festival management, compatible with the character and objectives of the festival. Acceptances and non-acceptances will be made with no explanation or discussion. All decisions of the Art B Que management are final.
- 6) **Notification:** All applications will be reviewed no later than April 7th, 2011. Notification of acceptance or non-acceptance to the festival will be emailed no later than April 9th, 2011.
- 7) **Cancellation of Contract:** In the event the food vendor must cancel his/her contractual request for booth space, the rental fee paid will not be refunded after April 7th, 2011. Festival management must be notified of all cancellations in writing.
- 8) **Fixturing:** Vendors are to provide their own tables and display boards. Do not tape, tack, or otherwise affix any materials or signs to walls, trees, lamp posts or other surfaces on public or private property. Canopies may be anchored by cinder-blocks or sandbags only. No ground stakes are permitted. No structures, awning, tables, equipment, tents etc are provided. All furnishings are the responsibility of the vendor.
- 9) Vendors are responsible for transporting and placing their own booths. Labor to erect booths will not be provided.
- 10) **Delivery and Removal During Festival:** Under no circumstances will the delivery or removal of any portion of a food vendor's booth be permitted without permission from festival management once the festival has officially opened. Deliveries of supplies and or product during festival hours is restricted by festival management based on size.
- 11) **Parking:** Food vendors will have their own parking lot away within several blocks of the festival. Vendors are asked to park in the lot provided to allow the closer parking for the Art B Ques attendees.
- 12) **No vendors or their representatives** shall conduct themselves in a manner offensive to general standards of decency or good taste. The Exhibit Committee reserves the right to screen all booths and exclude inappropriate items. In the event of inappropriate behavior, the booth will be forced to close and all fees will be forfeited.
- 13) **Installation:** Each food vendor will be assigned a designated exhibit space by festival management. Set up for food vendor spaces begins at 6:00 a.m. on Saturday May 7th, 2011. All food vendors must be set up and completed by 9:30 a.m. Art B Que welcomes & encourages creative & fun tents, however all tents must be equipped with adequate weights attached to the legs to secure the tent in inclement weather.
- 14) **Character of Exhibits:** No food vendor booths will be permitted that interfere with the use or appearance of other exhibits or vendors or impede access to them or the free use of the aisles.
 - A. **Activities:** Booth personnel must confine their activities within the exhibitors booth space. Apart from the exhibitor's contracted display space, no part of the common grounds may be used by any organization other than festival management for display purposes of any kind or nature. Food vendor brands or company logos and signs will be limited to their booth space.
 - B. **Staffing:** Food vending booths must be staffed during all official exhibit hours.
 - C. **Noise, Lighting, Odors:** Festival Management may restrict the use of flashing or glaring lighting effects, inordinately noisy display materials, or those that produce objectionable odors that may interfere with aisle traffic and neighboring booths.
 - D. **Hanging Signs:** Hanging signs are not permitted outside the leased booth space.
- 15) **Dismantling:** Food vendor's display and product may not be dismantled or packed in preparation for removal until after the official closing time. All exhibits must remain intact and be fully staffed until that time.
- 16) **Relocation of Exhibits:** Festival management reserves the right to alter the location of food vendor spaces at its sole discretion and in the best interest of the festival.
- 17) **Set-up logistics** will be announced and posted on the website by April 15th, 2011. When setting up, food vendors are to unload their vehicles and move them to the designated parking reserved for them before setting up their booth.
- 18) **Electricity, and special requests:** must spelled out in the application. We will do our best to fill your needs. Artist will be responsible for all power cords, connectors, etc.
- 19) **All trash, papers or boxes** must be placed in a waste container or removed from the premises.
- 20) Security will be provided from time of opening Saturday morning, to the time of closing, Sunday evening. The Art B Que organizers cannot and will not be responsible for the loss, destruction or damage of the artists property of any kind.
- 21) The Art B Que committee will be taking video and photographs of the event and reserves the right to use the imagery to promote the Art B Que.
- 22) **Exhibitor Insurance:** The exhibitor is solely responsible for maintaining any comprehensive and general liability insurance against claims for bodily injury or death and property damage occurring in or upon or resulting from the premises leased.
- 23) **Proof of Insurance** must be provided by each food vendor. Each vendor must ask his insurance agent/company to provide the Avondale Estates Cultural Affairs Foundation, Inc (AECAFI) with a Certificate of Insurance naming the AECAFI as an Additional Insured. Vendors are expected to carry their own insurance coverage to protect their merchandise from damage, loss, or theft incurred while participating in the Georgia Peach Festival. No insurance or guard services will be supplied the Art B Que management or AECAFI.
- 24) **Participation in the Art B Que Festival** is at the vendor's own risk. In the event of bad weather, there will be NO refunds.
- 25) **Liability Waiver and Release:** Artist hereby assumes all responsibility for risks and hazards of participating in Art B Que. Artist is solely responsible for ensuring the safety of his or her property as well as person. Artist agrees that the City of Avondale Estates and AECAFI have no duty, obligation, or responsibility to protect the Artist from injury, loss, or damage and Artist hereby waives and disclaims any such duty. Artist hereby releases the City of Avondale Estates, AECAFI, and their respective officers, officials, employees, sponsors, volunteers, and any and all other agents from any and all claims, demands, causes of action, or right of recovery, whether known or unknown, for any harm occurring to Artist, including any contractor or agent of Artist, whether resulting from damage to property, personal injury including death, or any other harm associated with participation in the Art B Que event. Artist hereby assumes the risk of any such injury, damage, or loss.

I have read and agree to abide by all Art B Que festival rules and procedures. I understand that I must attend my food booth and not encroach on another exhibitor's space. I understand that my food booth is required to conform to all appropriate state and local regulations, and all personnel working in my food booth are required to conform to all appropriate state and local regulations. I certify that the information given on this application is true and correct. I hereby release and hold harmless the Art B Que Committee/The City of Avondale Estates or any Festival Sponsors from any and all liability or claims as a result of my participation in the Festival including but not limited to theft, personal injury, strike, public enemy or act of God. I acknowledge that failure to comply with the above may cause forfeiture of any or all fees I have paid, immediate expulsion from the Festival and possible legal action against me.

Print Name: _____ Artist Signature: _____ Date: _____

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