

The City of Fairview



Saturday, October 16th, 2021 9 a.m. to 4 p.m.

Bowie Nature Park

* Please read the following carefully before filling out the application *

Art/Craft Vendors: Booth spaces are 10' x 10'. All items must be hand-made or hand-crafted (no direct sales companies will be allowed). Sharing a booth space is allowed – ONLY 2 independent vendors to one booth space. Each vendor booth space is \$35.

Food Vendors: Food truck/Food vendors will be on a first come first serve basis to the first three food vendors. Food vendor fee is \$75.

Booth Details: Applications POSTMARKED after October 1st will be considered, depending on space availability. Confirmation of booth rental will be sent by email after application and fees have been received. Vendors will receive booth location upon arrival. Each vendor is responsible for their own signage. This is an OUTDOOR event. The event will go on RAIN or SHINE, so come prepared accordingly. No Refunds. Vendors are responsible for bringing their own canopies, tables, chairs, etc. Drilling holes into the asphalt is not allowed. All vendors are responsible for ensuring compliance with all local and state taxes, licenses and permits.

Deadline: All vendor applications and payment must be turned in by Friday, October 1st.

Set-up:

~ Saturday, October 16th - ONLY - beginning at 7:00 a.m. Do not arrive before 7:00 a.m. Vendors will receive booth location upon arrival.

~ After unloading, move vehicles to the designated area **PRIOR** to setting up booths. Vehicles must be moved from the vendor area by 8:30 a.m.

~ Booths must be set-up and ready for business by 9:00 a.m. This event is from 9 a.m. until 4 p.m. Vendors must be completely packed BEFORE moving vehicles. If you need to leave early, the Community Relations Coordinator (Richard Ross) must be contacted prior to breakdown.

~ Vendors are responsible for trash at their own booth. Please leave booth area as clean as when you arrived.

***** PLEASE PRINT ***** PLEASE PRINT *****

Vendor Name _____

Mailing Address - Street or P.O. Box, City, State, Zip Code _____

Phone Number _____ Email Address _____

Booth Name _____

Description and photos (you may email the photos to rross@fairview-tn.org) of items for sale: Use the back of the form if needed.

List all persons who will be present.

Booth Fees: \$35 per booth Food Vendors: \$75

Booth Fee: _____ X (# of booths) _____ = _____ Amount

Total Amount Enclosed: _____

* Application completed and signed * Check or Money Order payable to: City of Fairview * FOOD VENDORS — PLEASE INCLUDE MENU with PRICES* City of Fairview will confirm completed receipt of booth application and fee

Mail all the above to: City of Fairview Attn: Richard Ross 7100 City Center Way Fairview, TN 37062

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Questions? Contact: Richard Ross 615-387-6140 or Email: ross@fairview-tn.org

I have read, understand, and agree to comply with the City of Fairview as noted in the Event Information document.

Signature _____ Date _____