

# Everybody's Day



To: Arts & Crafts Vendors

From: Thomasville Area Chamber of Commerce

We're getting ready! Are you?

The 2018 Everybody's Day will be on Saturday, September 29<sup>th</sup> and we are excited to make NC's oldest festival a great success again this year!

Everybody's Day has garnered numerous industry awards (including two of the top four awards) in the past eleven years. Our relationship with the #1 radio station within our market, and a new TV partnership will generate more publicity and marketing than ever before.

We hope that you will be with us this year on September 29<sup>th</sup>. Enclosed is an application and rules. A couple of notes:

- This year's application is a fillable PDF. Just tab through the highlighted areas on the application to fill in the application electronically. No need to print and hand write everything...save time and postage. Should you decide to hand write the application, please take note that it must be legible or it will not be processed.
- We encourage all vendors to apply early. Application receipt date is one of several factors used in assigning spaces. (Another good reason to receive your application via email.)
- While we are not 100% only arts & crafts, there is a different fee for commercial business information booths. This does not apply to charitable organizations with information booths or arts & craft vendors. This fee applies solely to commercial businesses.

Festival Hours	9:00am – 5:00pm
Booth Set-Up Time	6:30am – 8:30am

## **EVERYBODY'S DAY FESTIVAL RULES**

**PLEASE READ CLOSELY:** These rules and regulations are part of your show contract, and are strictly adhered to:

1. **SPACE ASSIGNMENTS:** Notice of space assignment will be mailed in early September. Spaces will be assigned according to exhibitor's needs and needs of the festival. Space assignments are based upon several factors including longevity of participation, early application date, types of products, and the needs of the festival. Requests for specific spaces are difficult to fulfill. Assignments will be made at the discretion of the festival committee.
2. **EARLY APPLICATION FEE DEADLINE: FRIDAY, JUNE 16, 2017** (Note fee change after this date.)
3. **BOOTH FEE'S & REFUNDS:** Make checks payable to the Thomasville Area Chamber of Commerce. Payment must accompany application. Cancellations prior to September 1<sup>st</sup> are subject to a \$25.00 administration fee. Returned checks will be assessed a \$25 fee. Once booth space has been assigned (usually early September), there will be no refunds. Each vendor will be responsible for their own collection and reporting of 7.75% sales tax to the North Carolina Department of Revenue, Sales and Use Tax Division.
4. **ACCEPTANCE:** Your cashed check or credit card statement is receipt and acknowledgment of application.
5. **DISPLAY MATERIAL:** Vendors must furnish all necessary set-up materials, i.e., tables, chairs, display racks, tents, etc. Set-ups should be substantial enough to withstand wind, rain, and crowds. Rain gear may be helpful as this is an outside street festival.
6. **TENTS AND COVERINGS:** The Thomasville Fire Department requires all tents and coverings are manufacturer certified flame retardant in accordance with NFIPA 701.
7. **ELECTRICITY:** The Everybody's Day Festival is unable to guarantee electrical connections. If electricity is needed, you must provide your own.
8. **SPACE SIZES:** Spaces measure approximately 20' wide x 10' deep. They are curbside (back to the curb) along the street.
9. Booth spaces are assigned for each separate vendor. Sub-letting or sharing is not allowed.
10. This festival is family oriented for visitors of all ages; therefore, work must be in keeping with this atmosphere. The festival staff shall have the sole discretion to require the removal of work that violates any of the festival rules.
11. Thomasville City Ordinance Section 54-13 prohibits pets, silly strings, party strings, stink bombs, bicycles, skateboards, scooters or items of similar nature that cause problems for other people or property. The Police Department does enforce this ordinance. Violations will result in removal from the festival and ineligibility for future festivals. Noted and obvious exceptions include wheelchairs for handicapped as well as official service animals.
12. The festival and its sponsors are not liable for injury or theft occurring during the festival.
13. The Everybody's Day Committee of the Thomasville Area Chamber of Commerce reserves the right to accept or reject any booth application or product for any reason that the committee deems appropriate.



**Everybody's Day**  
 Thomasville Area Chamber of Commerce  
 PO Box 1400, Thomasville, NC 27360  
 Phone: 336-475-6134 Fax: 336-475-4802

## Booth Application

### Booth Information

Booth Name: \_\_\_\_\_

Owners Full Name: \_\_\_\_\_

Name: \_\_\_\_\_

*Last* *First* *M.I.*

Address: \_\_\_\_\_

*Street Address* *Apartment/Unit #*

*City* *State* *ZIP Code*

Home Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Email \_\_\_\_\_

Tax ID: \_\_\_\_\_

Product Handmade: (Yes/No) \_\_\_\_\_ Have you participated in EBD before: (Yes/No) \_\_\_\_\_

Description of Booth (very specific): \_\_\_\_\_

### Space Fees

	Size	Cost	
Craft/Charitable/Informational Booth	10'x20'	\$125	<b>Early Application Fee- on or before June 15, 2018</b>
		\$150	<b>June 16 – September 7</b>
		\$175	<b>After September 8</b>
Commercial Booth	10'x20'	\$250	

The vendor(s) do hereby and forever discharge the Everybody's Day Festival, and the Thomasville Area Chamber of Commerce from all manner of actions, suits, damages, claims, and demands whatsoever in law or equity, from loss or damage to property, while in possession, supervision, or auspices of the Everybody's Day Festival, the Thomasville Area Chamber of Commerce, its Board of Directors, or employees.

I have read, understand and agree to abide by the terms of this contract and festival rules as printed on the enclosed sheets. A breach of this contract will exclude the vendor from participation in further Everybody's Day Festivals.

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