

2017 Shakerag Arts & Crafts Festival Vendor Rules & Information



FESTIVAL & VENDOR INFORMATION

- ◆ The 2017 Shakerag Arts & Crafts Festival will be held Saturday, September 16 from 10 am to 6 pm and Sunday, September 17 from 12 pm to 5 pm at 201 McIntosh Trail in Peachtree City, Georgia.
- ◆ Vendor sites are *approximately* 12' x 12'.
- ◆ All vendor sites are on natural ground, and many sites have trees, stumps and/or uneven terrain.
- ◆ The festival is difficult to operate alone. We recommend bringing at least one person to assist with restocking and to allow you to take breaks.
- ◆ Overnight security will be provided Friday and Saturday at Shakerag Knoll only. The City of Peachtree City will not be responsible in any way for loss or damage to items left overnight. Vendors are responsible for their own personal and property liability.
- ◆ Vendors will be provided with a sales tax form to submit to the GA Department of Revenue.
- ◆ Detailed vendor instructions and site numbers will be emailed to each accepted vendor no later than **September 6, 2017**. For any vendor without internet access, printed copies of the same information will also be available to pick up at the Kedron Fieldhouse.
- ◆ The Shakerag Festival committee does not maintain a waiting list.
- ◆ Any application postmarked after May 31, 2017 is subject to a \$25 surcharge.

SETUP & CLEANUP

- ◆ Pre-festival setup begins Friday, Sept 15 at 8 am and ends at 6 pm. We strongly encourage all vendors to set up on Friday.
- ◆ Saturday morning setup begins at 6:30 am. All vendors must remove vehicles from the festival area no later than 8:30 am. Sunday morning setup begins at 10 am. All vendors must remove vehicles from the festival area no later than 11 am.
- ◆ Vendor vehicles are not allowed on the festival grounds prior to 5PM on Sunday.

PARKING

- ◆ **ALL** vendors are required to park at Huddleston Elementary School, located at 200 McIntosh Trail. **A shuttle will be provided to accommodate vendors who need assistance getting to their sites from the vendor parking lot.** Parking at the Shakerag Knoll/McIntosh Trail Recreation Complex is reserved for festival **patrons**.
- ◆ Vendor vehicles are strictly prohibited in the festival area except during setup and takedown. This includes the road alongside Shakerag Knoll, the wooded area behind vendor booths, and the McIntosh Trail Recreation Complex parking lot. **Violation of this policy will result in automatic disqualification from future events.**
- ◆ Overnight camping is not permitted.
- ◆ All vendor vehicles must be removed from the school parking lot by 7 pm Sunday evening. Remaining vehicles will be towed.
- ◆ **Parking rules apply to EVERYONE working in the vendor booth, not just the primary applicant.**

ADDITIONAL VENDOR RULES

- ◆ The Shakerag Arts & Crafts Festival is a two-day show, and all vendors are required to stay for the duration of the event. Opening late or closing early is not acceptable. **This rule applies even in inclement weather.**
- ◆ Vendors are not permitted to bring pets. Absolutely NO EXCEPTIONS will be made; please plan accordingly.
- ◆ Vendors are not permitted to bring generators.
- ◆ Vendors may only sell items which are listed on the application and have previously been approved.
- ◆ Vendors may not sell political items.
- ◆ All items must be handcrafted by the seller. Supply kits to create a craft and manufactured items are not permissible.
- ◆ Smoking is not allowed in the festival area, but is permitted in the parking lots.
- ◆ Alcoholic beverages are not permitted at any recreation complex.

Any violation of the Shakerag Festival Rules will exclude vendors from participating in future Peachtree City events and may result in the loss of exhibit space without refund.

Contact kduncan@peachtree-city.org or 678-364-6602 with any questions.

2017 Shakerag Arts & Crafts Festival - Vendor Application

LAST NAME _____ FIRST NAME _____

BUSINESS/BOOTH NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE (____) _____ EMAIL _____

VENDOR CATEGORY: _____ FOOD _____ ARTS _____ CRAFTS

May we share your contact information?*

YES NO

**Contact information will only be given to patrons who express an interest in purchasing your product(s) and/or nonprofit organizations affiliated with the city. Information will not be distributed/sold for commercial purposes.*

Are you 18 years of age or older?

YES NO

List all items to be sold and the approximate price range: _____

NOTE: ALL applicants must submit photos of their work. Applications without photos will not be considered. Websites will not be viewed in lieu of photos. Submitted photos become the property of PTC Recreation & Special Events and will not be returned.

Location requested/other special request(s):

Request(s) are subject to availability and other festival considerations. Although not guaranteed, we will make every effort to honor your preferences.

Submit application with payment to:

PTC Recreation & Special Events

Attn: Shakerag Festival

202 Fieldhouse Drive

Peachtree City, GA 30269

Please make check payable to:

City of Peachtree City

Processing of payment does not imply acceptance.

Applicants not accepted will be refunded.

Incomplete or unsigned applications will not be considered.

RELEASE AND WAIVER OF LIABILITY

The undersigned hereby acknowledge a desire for member(s) of the family to participate in recreation programs of the City of Peachtree City. The undersigned further acknowledge that such participation, including travel to and from events, involves an inherent risk of physical and mental injury, but acknowledge that participation is voluntary and agree to assume any and all risks.

The undersigned further acknowledge and agree that the City of Peachtree City, its City Council members, employees, and agents assume no responsibility for personal injuries and/or property damage which might be suffered by the family member(s) during any and all participation and do hereby expressly release the City, City Council members, employees, and agents from any and all liability relating to any such injuries and/or damage.

By signing this release, the participant(s) verifies he/she has adequate medical insurance.

This _____ day of _____, 2017.

SIGNATURES OF ALL PEOPLE THAT WILL BE IN VENDOR BOOTH:

FEES (non-refundable)

Please check the appropriate box:

Applications postmarked by May 31, 2017

_____ \$100 (Site without electricity)

_____ \$125 (Site WITH Electricity*)

limited availability

Applications postmarked after May 31, 2017

_____ \$125 (Site without electricity)

_____ \$150 (Site WITH Electricity*)

limited availability

My signed application indicates that I have read and fully understand the Shakerag Arts & Crafts Festival Rules. My signature further constitutes a contract to follow and be bound by these rules, and I understand that any violation will disqualify me from participating in future Peachtree City events.

Signature _____