

38th Annual Prairie Arts Festival ~ Saturday, September 3, 2016



APPLICATION & FEES:

West Point/Clay County Vendor - Tent \$200 _____

Non-local Vendor - Tent \$250 _____

Mobile Concession \$350 _____

Electricity \$10 _____

Water \$20 _____

\$100 REFUNDABLE Deposit required for all Food Vendors. Make out a separate check for easy return. This check will not be deposited. Deposit is per vendor (not space).

Welcome to Prairie Arts Festival in downtown West Point, Mississippi. This is a high quality handmade crafts and juried fine arts show. Thank you for your interest in setting up.

Festival hours are 9:00 a.m. until 4:00 p.m. However, food vendors are allowed to remain set up and sell until 5:00 p.m. Booth fee includes a 12'd x 15'w space. If more space is needed additional charges may apply. Due to layout and size of the Festival space is limited for Food Vendor mobiles. To maximize Festival space and ensure you are given adequate space for your set-up you must include specific dimensions of your mobile, including trailer hitch. Send pictures of your set-up to lklutts@westpointms.org

The Prairie Arts Festival Committee reserves the right to select qualified Concessionaires to participate in the Festival. Selection is based upon factors designed to maximize quality of food, service and appearance. You must include a list of food and drink items you plan to sell at the Festival. Only food/drink items approved by the Festival Committee may be sold. No additional items may be sold.

Food Vendors may only sell products listed in the vendor concession menu and those items approved by the Prairie Arts Festival Food Committee to ensure there is not an excess of duplications of the same food items. We only accept a limited number of corn dog, funnel cakes and chicken-on-a-stick menus. We understand the costs involved in being a food vendor and want everyone to have a profitable day.

Food Vendors will comply with full Festival rules and regulations, including general liability insurance and required food handling certificates, that will be mailed out to you with your booth information.

Food Vendors are responsible for general cleanup of their area. If food, grease or other trash is left the vendor forfeits their deposit and will not be considered for future Festivals. **DO NOT DUMP YOUR OIL/GREASE IN THE CURB OF THE STREET.** Damage to other vendors' property due to dumping of grease will be another reason clean up deposit will not be returned.

Deadline for food booth space is July 31, 2016. Returning vendors have priority in acceptance.

Food Vendors will be notified of their selection to participate by mail on or before August 1, 2016. There will be NO refunds after acceptance notification. This is a rain or shine event. Application and fees of those Vendors not selected for the festival will be returned promptly.

When you receive your set-up and booth information please read everything. It will also include a fire inspection report that must be completed and returned to the West Point Fire Department.

***SALES TAX ON FOOD IS 9% in West Point, MS AND MUST BE PAID BEFORE LEAVING THE FESTIVAL**

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APPLICATION:

Business Name: _____

Individual Name: _____

Address: _____ City: _____ Zip: _____

Cell Phone: _____ E-Mail: _____

Space needed, Measurements including hitch on mobile trailer units: _____

Electrical needs: amperage/watts/volts/outlet _____

WHAT TO INCLUDE WITH YOUR APPLICATION:

*Booth Fee and refundable Deposit

*General Liability insurance

*Serve Safe Certificate

*Typed Menu

*Dimensions of mobile/tent/set-up

*Electricity and/or Water Needs

Make checks payable to:

Prairie Arts Festival

Mail to:

510 East Broad Street
West Point, MS 39773

RELEASE OF LIABILITY:

Prairie Arts Festival is not responsible for lost, stolen, or vandalized personal property of Vendor before, during or after the Festival. The Food Vendor accepts full responsibility for any injuries to persons or property while in or about Food Vendors' booth. The Festival is not responsible for accidents arising from Vendor's set up or negligence.

Signature: _____ Date: _____