

# FIRST NIGHT® RALEIGH 2019 CALL FOR NOVELTY ITEM VENDORS

On Monday, December 31, 2018, downtown Raleigh will come alive as over 50,000 people celebrate the New Year as part of the 28<sup>th</sup> annual First Night Raleigh celebration. Activities will begin with the DIY Celebration from 2:00 – 6:00 PM along Bicentennial Plaza and at the North Carolina Museums of History and Natural Sciences, north of the State Capitol. The Ferris Wheel, an additional ride, and the City Plaza roller rink will open at 2:00 PM on Fayetteville Street. At 6:00 PM, the People's Procession leads thousands around the Capitol and down Salisbury and Fayetteville Streets to the Main Stage located at Davie St. for the Early Countdown, Acorn Drop, and Fireworks show at 7:00 PM. Evening performances (from 7:00 PM to Midnight) will take place in nearly 30 downtown venues including the state museums, various churches and buildings surrounding the Capitol, along Fayetteville Street, and at the Duke Energy Center for the Performing Arts. The Main Stage Countdown to Midnight music will begin at 9:30 PM leading up to 2019! Festivities conclude at Midnight with the Raleigh Acorn Drop and Fireworks!



## What we are looking for:

Inexpensive items to enrich audience members' experiences at the festival (eg: glow sticks, hats, noisemakers, light-ups, New Year's themed items, etc.) or novelty services (eg: caricature artists, etc.).

## We do NOT allow:

T-Shirts, sweatshirts, CDs, food items, or any items not suitable for a family-friendly event. Artsplosure reserves the right to forbid sale of any item it deems inappropriate. **Please Note: Anything resembling a gun, air horns, vuvuzelas, and similar horns are NOT permitted. Any item that makes loud, startling, or disruptive noises is not permitted. Vending these items will result in immediate removal from festival, and vendor's booth fee and deposit will not be refunded.**

If you are interested in participating in this year's event, **please complete the application form found on the next page and return it along with a photo of your setup and a \$50 refundable deposit by 5:00 PM on Friday, November 2, 2018. PLEASE NOTE THE FOLLOWING CHANGE:** The \$50 refundable deposit must be in the form of cash, cashier's check or PayPal. **Personal checks will not be accepted for the deposit payment.** Artsplosure reserves the right to reject any applications received after the 5:00 PM deadline. This application is not an agreement of acceptance to participate. All applicants will be notified via email no later than **Friday, November 9**, regarding their application status to First Night Raleigh 2019.

Artsplosure will email contracts to all accepted vendors. The deposit fee will be refunded to you following the festival, provided all festival rules are adhered to. If your application is not accepted, Artsplosure will return your deposit, unless you request to be placed on a waiting list. If all contracts are not received by the contract deadline, waitlisted applicants will be offered open spaces as they become available. *Please note: In accordance with City of Raleigh regulations, ONLY vendors contracted through Artsplosure will be allowed to set up and/or vend within the First Night Raleigh festival footprint.*

## **BOOTH FEES:**

Fayetteville Novelty Vendors Booth Fee (Maximum space: 10 x 15): **\$425**  
Bicentennial Plaza Novelty Vendors Booth Fee (Maximum space: 10 x 15): **\$250**

**A map with corresponding booth numbers (N1 – N10) and approximate locations is enclosed.**  
**(There are approximately 10 spots available)**

## Locations:

Spaces will be assigned along Bicentennial Plaza and along Fayetteville Street between the State Capitol and City Plaza. Bicentennial vendors will vend until 6pm or until the DIY Celebration festivities are over. All locations will be stationary booth spaces. Booths must be no larger than 10x15. **Roaming vendors are NOT allowed.** You may request to be considered for a certain booth space, but booth assignments will be made at the Artsplosure vendor coordinator's sole discretion based upon the needs of the festival.

**Please ensure that your application is filled out completely, legibly, and accurately, and that a PHOTOGRAPH OF YOUR BOOTH IS ENCLOSED.**

Upon acceptance, please be aware of the following:

- **Your full booth fee will be due with your signed contract by 5:00 PM on Monday, December 3, 2018.** *If an accepted vendor fails to return their contract and full payment by the deadline, their deposit will not be refunded. They may also be replaced with an alternate vendor at Artsposure's discretion.*
- **Electricity will not be provided. Only quiet, inverter generators are welcome.** Please specify the type of generator you'll be using on the application.

## **IMPORTANT DATES**

**Friday, November 2, 2018:** Applications DUE! Must be completely and legibly filled out. Must include photos of your set up and a \$50 application deposit. You may mail or email applications.

**Friday, November 9, 2018:** You will be notified via email of your acceptance or application status. Contracts, maps, and information sheets will follow via email shortly after.

**Monday, December 3, 2018:** Booth fees and signed contracts are due by 5 PM NO EXCEPTIONS.

**Monday, December 31, 2018:** FIRST NIGHT RALEIGH 2019 BEGINS!!!

If you have questions regarding this application, please contact Emily in the Artsposure office at 919-832-8699 ext. 806 or email [vendors@artsplosure.org](mailto:vendors@artsplosure.org).

# First Night® Raleigh 2019 NOVELTY VENDOR APPLICATION

(Please type or print clearly)

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

Contact Person: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

## Which space are you applying for?

*Note: Requested spaces are not guaranteed; an alternate space may be assigned at Artsposure's discretion based upon the needs of the festival.*

First Choice: \_\_\_\_\_ Second Choice: \_\_\_\_\_ Third Choice: \_\_\_\_\_

TOTAL BOOTH SPACE REQUIRED (in feet): \_\_\_\_\_ (long) X \_\_\_\_\_ (deep)

Are your items geared specifically towards children?

Yes

No

What type of booth setup do you use?

Tent

Pushcart or Kiosk

Other, Specify: \_\_\_\_\_

**Describe the generator that you own or will rent for this event:** \_\_\_\_\_

Please list all items you intend to sell and their prices.

1)

2)

3)

4)

5)

**Be sure to provide a photograph of your setup along with your application.** Please note that each booth may be no larger than 10' x 15'.

If you are not accepted, do you wish to remain on the waiting list and have your deposit held?

Yes

No

**RETURN THIS COMPLETED APPLICATION ALONG WITH \$50 DEPOSIT AND PHOTO OF YOUR BOOTH BY 5 PM November 2 TO**

Vendor Coordinator / First Night Raleigh / 313 S. Blount Street, Suite 200B / Raleigh, NC 27601

Phone: 919-832-8699 / Fax: 919-832-0890 / email: [vendors@artsplosure.org](mailto:vendors@artsplosure.org)

