

NOVELTY CALL FOR LIVE & LOCAL: SPRING FEST 2020

Live & Local: Spring Fest 2020 is a **1 DAY EVENT** held on Hillsborough Street near the NCSU Bell Tower.

Saturday, April 18, 2020 – 12 p.m. to 7 p.m.

This festival is a free outdoor event presented by Artspllosure in partnership with Hillsborough Street Community Service Corporation. This event is in its fourth year attracting 7,000+ visitors. Live & Local: Spring Fest is conveniently located on Hillsborough Street near the NCSU Bell Tower and University Park neighborhood, serving a diverse audience including families and students! Vendors selling food and novelty will be located near the main stage towards the North Hall Building. Weekend festivities include a Craft Market, musical entertainment of all tastes, family-friendly activities, and much more!



Music will happen on the Main Stage on Hillsborough Street through the evening on Saturday until 7:00 p.m. Vendors are required to remain open until 7:00 p.m.

Please note– vendors should not expect to have an exact placement based on previous years. Placement is based on size of operation and items for sale. Space locations are subject to adjustment at Artspllosure’s discretion.

We invite you to apply to sell specialty items:

- Souvenirs** – Items that are inexpensive, fun, and which enrich peoples’ experience at the festival (e.g. sunglasses, hats, fans, etc.).
- Novelty crafts** – These items may be handmade, but cannot qualify or compete with the visual artists market (e.g. soaps, candles, pet fashions, etc.)
- Temporary/Body Art** – Services such as face painting, henna, caricatures, etc.

Selections will be made based on:

Appearance – Provide a photograph of your setup with your application (or email to vendors@artsplosure.org), regardless of any prior affiliation with Artspllosure. **Applications without an accompanying photograph will NOT be considered!**

Items for Sale – Our goal is to offer the public the widest variety of choices by avoiding duplication as much as possible among accepted vendors. We seek a balance of festival staples and unique options.

Past Compliance – The compliance to Artspllosure rules and standards by former vendors is heavily considered when selecting the vendors for this festival. However, past participation does not guarantee acceptance. All vendors are given consideration, and new vendors should not hesitate to apply.

We will give equal consideration to all applications received on or before **5 PM, February 28, 2020**. Artspllosure staff makes decisions regarding vendor selection and placement and all decisions are final.

*In addition to the cost of the site, we also require a **\$50 refundable deposit** for each booth space. **Please pay this deposit using the PayPal link provided: <http://artsplosure.org/get-involved/vendor/>.***

If vendor is not accepted to participate at the event, Artspllosure will refund the \$50 deposit within 10 days of notification. For accepted vendors, Artspllosure will refund the deposit following the event, provided vendors adhere to all rules and regulations.

Applications submitted without a deposit will not be considered. Please be aware that if you are accepted to the festival and do not return a completed contract, booth fee (**\$110**), and COI by **March 19, 2020 at 5PM** or notify Artspllosure of your inability to participate by the same date, you will forfeit the deposit fee. If you do not show up the festival or cancel your participation less than 10 days before the festival, you forfeit your deposit

payment and booth fee.

Please be aware of the following, as some guidelines have changed:

• **Vendors MUST provide their own generators if needed.** Vendors may NOT use other power sources unapproved by Artsposure. Vendors making excessive noise may be moved or asked to leave the festival. If you have questions regarding this rule, please contact the Artsposure office.

Dates to remember:

February 28 – Deadline for applications, *must include \$50 PayPal deposit and a photo of booth.*

March 1 – Notification of acceptance to festival; contracts emailed out to accepted vendors.

March 19 – Signed contracts, booth fee and COI with Artsposure listed as the Additional Insured due.

April 18 – Set up begins at 7:00 AM on Saturday for vendors on Hillsborough St.

Please email the Vendor Coordinator, Hannah Liebel, vendors@artsplosure.org for the quickest response to all questions, comments, or concerns.

Live & Local: Spring Fest 2020 Novelty Vendor APPLICATION

PLEASE TYPE OR PRINT CLEARLY!!!

Check which space(s) you are interested in applying for

___ I am applying for a 10' x 10' space

___ I am applying for a 10' x 20' space

Concession Name: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Phone: _____ Cell: _____ Fax: _____

Email address: _____

Are your items geared towards children? (Y)___ (N)___

Total Space Requirements (in feet): _____ x _____ (Including support/supply containers if applicable)

Type of set up: _____tent _____pushcart/kiosk

Please list the items you wish to sell and their prices.

- 1)
- 2)
- 3)
- 4)
- 5)
- 6)
- 7)
- 8)

Application checklist:

- Have you filled out the application completely?
- Have you completed the required \$50 refundable deposit payment on PayPal?
- Did you include a photo of your set up or email one to vendors@artsplosure.org? **Completed applications must be RECEIVED in our office by 5 P.M. on February 28th.** Email application and images to vendors@artsplosure.org