

Baxley Tree Fest, Inc.

Information & General Rules

The BAXLEY TREE FEST Board of Directors invites you to display and sell your special products and merchandise at our 19th Annual Baxley Tree Fest. The Baxley Tree Fest has received the 1997 and 1998 GAFER Award as well as being selected 1998 Southeast Tourism Top 20 Events Designator.

The 2009 Baxley Tree Fest will be held April 17th–18th, in Downtown Baxley, Georgia. This year's Street Dance will be held on April 17th from 8:00 p.m. until 12:00 a.m. and will feature the "Swingin Medallions". During the 2009 Tree Fest Hatton Brown will be hosting a SE Timber Harvesting Expo in Baxley, Georgia. The Arts and Crafts displays will be Friday night, April 17th from 6:00 p.m. until 12:00 a.m. and Saturday, April 18th from 9:00 a.m. until 5:00 p.m. Additional information will be mailed to you once your application and inventory list have been accepted by the Baxley Tree Fest Board. The Board of Directors reserves the right to accept or reject any applications.

This years Baxley Tree Fest will feature a Street Dance, Softball Tournament, Tennis Tournament, Golf Tournament, Karaoke Contest, Cake Bake Competition, Treetography Contest, Antique Tractor Show, Motorcycle Show, Miss Tree Fest Pageant, bed race, local entertainment, Children's entertainment, Mini Carnival, Arts & Craft show, Car Show, and much more.

Weather Policy: No Vendor will be allowed to break down their booth early unless a formal weather announcement is made (***On Stage**) by the Baxley Tree Fest Director. If you do not follow this weather policy you will forfeit your security deposit and will be ineligible to participate in future Baxley Tree Fest Events.

ARTS & CRAFTS will be a major highlight of the Baxley Tree Fest on April 17th & 18th, 2009. **NO FLEA MARKET OR GARAGE SALE ITEMS ALLOWED!** All Vendors must submit a detailed list and pictures of items to be sold or on display during the Tree Fest event prior to application approval. The Baxley Tree Fest Board of Director's reserves the right to request additional information from the vendors or request a vendor not to sale or display a specific item. All vendors are required to provide their own tent, tables, chairs, electrical cords, and etc. Exhibit spaces will be available **OUTDOORS ONLY**. Electricity is limited. Generators are encouraged. Booth assignments will be on a first come, first serve basis, to be announced at a later date. As an Arts & Craft vendor you will be required to pay a fully refundable deposit in addition to your booth fee. This deposit is to ensure you follow the general rules for our event, clean up your assigned booth after the event, and do not dismantle your booth before the event has completed. Any Dismantling of your booth(s) prior to the conclusion of the festival on Saturday at 5:00 p.m. will result in the forfeiture of your deposit and result in your ineligibility to participate in future Tree Fest events. All exhibit material and or equipment not removed immediately after the conclusion of the Arts & Craft festival on Saturday after 6:00 p.m. will be considered abandoned by the exhibitor and become property of the Baxley Tree Fest, Inc. **NO REFUNDS ARE GIVEN FOR VENDOR CANCELLATION OR VENDOR NO SHOW !**

Arts & Craft Vendor Fees: Booths are 12' x 12'

Fullly Refundable Security Deposit = \$50.00 **(*Will be returned by mail at the conclusion of the festival)**

Friday Night only, Street Dance = \$50.00 Saturday Only (All Day), = \$50.00 Friday & Saturday events = \$100.00
ELECTRICITY \$15.00 EXTRA PER DAY

Friday night vendors **MUST BE SET UP NO LATER THAN 5:30 P.M.** Vendors not set up by 5:30 p.m. will not be allowed to participate in the Friday night events. Booths may set up beginning at 6:00 a.m. on Saturday.

FOOD VENDORS are welcome. There will be a street dance Friday night, April 17th, 2009 from 6:00 p.m. until 12:00 a.m., in Downtown Baxley. There will also be children's activities Friday night and Saturday in downtown as well as Arts & Craft vendors both Friday night and Saturday. **FOOD VENDORS ARE REQUIRED TO SUBMIT A DETAILED MENU OF ALL FOOD TO BE SOLD DURING THE EVENT WITH YOUR APPLICATION SO WE CAN ASSURE THERE IS NO DUPLICATION IN FOOD MENU'S.** The Baxley Tree Fest Board of Director's reserves the right to request additional information from the vendors or request a vendor not to sale a particular food item. Electricity is limited! Generators are encouraged. Vendor spaces are only available **OUTDOORS**. Booth assignments are on a first come first serve basis, to be announced at a later date. As a Food Vendor you are required to pay a fully refundable security deposit in addition to your booth costs. This deposit is to ensure your attendance and that you will follow the general rules for our event, clean up your assigned area after the event, and do not dismantle your booth before the end of the event. Any Dismantling of your booth prior to the conclusion of the festival on Saturday at 5:00 p.m. will result in the forfeiture of your deposit and your ineligibility to participate in future Tree Fest events. All vendor material and equipment not removed immediately after the conclusion of the Arts & Craft festival on Saturday after 6:00 p.m. will be considered abandoned by the vendor and become property of the Baxley Tree Fest, Inc. **NO REFUNDS ARE GIVEN FOR VENDOR CANCELLATION OR VENDOR NO SHOW!**

Food Vendor Fees: Booths are 12' x 12'

Fully Refundable Security Deposit = \$50.00 (*Will be returned by mail at the conclusion of the festival)

Friday Night only, Street Dance = \$100.00 Saturday Only (All Day), = \$100.00 Friday & Saturday events = \$200.00
ELECTRICITY \$15.00 EXTRA PER DAY

Friday night vendors **MUST BE SET UP NO LATER THAN 5:30 P.M.** Vendors not set up by 5:30 p.m. will not be allowed to participate in the Friday night events. Booths may set up beginning at 6:00 a.m. on Saturday.

CHILDREN'S RIDES/GAMES ETC are welcome. There will be a street dance Friday night, April 17th, 2009 from 6:00 p.m. until 12:00 a.m., in Downtown Baxley. There are a variety of Foods available on Friday night and Saturday in downtown as well as Arts & Crafts vendors, both Friday night and Saturday. **RIDE AND GAME VENDORS ARE REQUIRED TO SUBMIT A DETAILED LIST, WITH THEIR APPLICATION, OF RIDES/GAMES THAT WILL BE AVAILABLE AS WELL AS THE COMPLETE DIMENSIONS OF EACH RIDE/GAME TO ENSURE WE PROVIDE ADEQUATE SPACING FOR EACH RIDE/GAMES to remain safe.** The Baxley Tree Fest Board of Director's reserves the right to request additional information from the vendors or request a vendor not to use a particular ride or game if adequate spacing is not available. Electricity is limited! Generators are encouraged! Vendor spaces are only available **OUTDOORS**. Booth assignments are on a first come first serve basis, to be announced at a later date. As a Children's Rides/Games Vendor you are required to pay a fully refundable deposit in addition to your booth costs. This deposit is to ensure your attendance and that you will follow the general rules for our event, clean up your assigned area after the event, and do not dismantle your booth before the end of the event. Any Dismantling of your booth prior to the conclusion of the festival on Saturday at 5:00 p.m. will result in the forfeiture of your deposit and your ineligibility to participate in future Tree Fest events. All vendor material and equipment not removed immediately after the conclusion of the Arts & Craft festival on Saturday after 6:00 p.m. will be considered abandoned by the vendor and become property of the Baxley Tree Fest, Inc. **NO REFUNDS ARE GIVEN FOR VENDOR CANCELLATION OR VENDOR NO SHOW!**

Children's Rides/Games Vendor Fees: Booths are 12' x 12'

Fully Refundable Security Deposit = \$50.00 (*Will be returned by mail at the conclusion of the festival)

Friday Night only, Street Dance = \$100.00 Saturday Only (All Day), = \$100.00 Friday & Saturday events = \$200.00
ELECTRICITY \$15.00 EXTRA PER DAY

Friday night vendors **MUST BE SET UP NO LATER THAN 5:30 P.M.** Vendors not set up by 5:30 p.m. will not be allowed to participate in the Friday night events. Booths may set up beginning at 6:00 a.m. on Saturday.

"ALL" INFORMATIONAL VENDORS are welcome. There will be a street dance Friday night, April 17th, 2009 from 6:00 p.m. until 12:00 a.m., in Downtown Baxley. There are a variety of Foods available on Friday night and Saturday in downtown as well as Arts & Crafts Vendors both Friday night and Saturday.

INFORMATIONAL VENDORS ARE REQUIRED TO SUBMIT A DETAILED LIST OF INFORMATION TO BE DISTRIBUTED ALONG WITH THEIR APPLICATION. The Baxley Tree Fest Board of Director's reserves the right to request additional information from the vendors or request a vendor not distribute certain information. Electricity is limited! Generators are encouraged! Vendor spaces are only available **OUTDOORS**. All vendors are required to provide their own tent, tables, chairs, electrical cords, and etc. Booth assignments are on a first come first serve basis, to be announced at a later date. As an Informational Vendor you are required to pay a fully refundable security deposit in addition to your booth costs. This deposit is to ensure your attendance and that you will follow the general rules for our event, clean up your assigned area after the event, and do not dismantle your booth before the end of the event. Any Dismantling of your booth prior to the conclusion of the festival on Saturday at 5:00 p.m. will result in the forfeiture of your deposit and your ineligibility to participate in future Tree Fest events. All vendor material and equipment not removed immediately after the conclusion of the Arts & Craft festival on Saturday after 6:00 p.m. will be considered abandoned by the vendor and become property of the Baxley Tree Fest, Inc. **NO REFUNDS ARE GIVEN FOR VENDOR CANCELLATION OR VENDOR NO SHOW!**

Informational Vendor Fees: Booths are 12' x 12'

Fully Refundable Security Deposit = \$50.00 (*Will be returned by mail at the conclusion of the festival)

Friday Night only, Street Dance = \$50.00 Saturday Only (All Day), = \$50.00 Friday & Saturday events = \$100.00
ELECTRICITY \$15.00 EXTRA PER DAY

Friday night vendors **MUST BE SET UP NO LATER THAN 5:30 P.M.** Vendors not set up by 5:30 p.m. will not be allowed to participate in the Friday night events. Booths may set up beginning at 6:00 a.m. on Saturday.

LIABILITY FOR LOSS OR THEFT

The owner or custodian of property of any kind brought to the Baxley Tree Fest, either for exhibit or for other purposes, assumes as a condition of its admission to the event, all risk of and responsibility for its loss, damage, or theft. The Baxley Tree Fest, Inc. does not employ any guards, security, traffic directors, or any other personnel to protect property on the grounds of the Tree Fest event. The Baxley Tree Fest and its officers, employees, and volunteers cannot and will not accept responsibility or liability for any damage or injury resulting from theft, fire, the elements, accidents, or other conditions of causes, whether to exhibitors, property of concessionaires, vehicles on the grounds and articles left therein, or any property of any nature whatsoever. Exhibitors, concessionaires and others having property on the grounds during and after Baxley Tree Fest, should make their own arrangements for guarding and protecting their property.

Allocated space for Arts & Crafts, Food Vendors, Children's Rides/Games, and Informational Vendors will be limited. In order to reserve your space, please complete the attached application and acknowledgement and return it our office with your full payment (including security deposit). Also be sure to send in any other information we have required to Baxley Tree Fest, Inc. ***Deadline for Applications is March 20th, 2009. For more information, please contact Karen Tharpe, Baxley Tree Fest, Inc. at 912-367-7731 or ktharpe@bellsouth.net.***

Baxley Tree Fest

Vendor Application

NAME: _____ Email Address: _____

ADDRESS: _____

CITY, STATE: _____ ZIP CODE _____

PHONE NUMBER: (H) _____ (W) _____ (Cell) _____

DESCRIPTION OF YOUR MERCHANDISE: **Attach a detailed list of merchandise, menu, rides/games, or information to be distributed!** HAND CRAFTED ITEMS Only, NO FLEA MARKET OR NO GARAGE SALE ITEMS ALLOWED!!

ARTS & CRAFTS EXHIBIT COSTS:

_____ Friday Night Only Booth 12' X 12' = \$50.00

_____ Saturday Only / Booth 12' x 12' = \$50.00

_____ Friday & Saturday Booths 12' x 12' = \$100.00

_____ Additional Booths Needed at \$50.00/per booth each day

Security Deposit (**Mandatory**) \$50.00

_____ ELECTRICITY: = Standard \$15.00/Special Needs \$20 (Per Day) *you provide electrical cords

*Please list specific Electrical Needs: _____

INFORMATIONAL EXHIBIT COSTS:

_____ Friday Night Only Booth 12' X 12' = \$50.00

_____ Saturday Only / Booth 12' x 12' = \$50.00

_____ Friday & Saturday Booths 12' x 12' = \$100.00

_____ Additional Booths Needed at \$50.00/per booth each day

Security Deposit (**Mandatory**) \$50.00

_____ ELECTRICITY: = Standard \$15.00/Special Needs \$20 (Per Day) *you provide electrical cords

*Please list specific Electrical Needs: _____

FOOD VENDORS COSTS:

_____ Friday Night Only Space 12' X 12' = \$100.00

_____ Saturday Only / Space 12' x 12' = \$100.00

_____ Friday & Saturday Space 12' x 12' = \$200.00

_____ Additional Space Needed at \$100.00/per booth each day

Security Deposit (**Mandatory**) \$50.00

_____ ELECTRICITY: = Standard \$15.00/Special Needs \$20 (Per Day) *you provide electrical cords

*Please list specific Electrical Needs: _____

CHILDREN'S GAMES & RIDES, ETC:

_____ Friday Night Only Space 12' X 12' = \$100.00

_____ Saturday Only / Space 12' x 12' = \$100.00

_____ Friday & Saturday Space 12' x 12' = \$200.00

_____ Additional Space Needed at \$100.00/per booth each day

Security Deposit (**Mandatory**) \$50.00

_____ ELECTRICITY: = Standard \$15.00/Special Needs \$20 (Per Day) *you provide electrical cords

*Please list specific Electrical Needs: _____

Total Amount Enclosed with Mandatory Security Deposit: \$ _____

The undersigned agrees that Baxley Tree Fest, Inc. will not be liable for any damage, loss, or injury to the undersigned's property or any personal injury, which they or their employees may sustain while engaged at this festival, April 17th-18th, 2009.

Signed: _____ Date: _____

PLEASE RETURN APPLICATION & SIGNED ACKNOWLEDGEMENT TO: BAXLEY TREE FEST, INC. * P.O. BOX 537* BAXLEY, GA 31515

Baxley Tree Fest, Inc.

Acknowledgement Agreement

Liability for Loss or Theft: The owner or custodian of property of any kind brought to the Baxley Tree Fest, either for exhibit or for other purposes, assumes as a condition of its admission to the event, all risk of and responsibility for its loss, damage, or theft. The Baxley Tree Fest, Inc. does not employ any guards, security, traffic directors, or any other personnel to protect property on the grounds of the Tree Fest event. The Baxley Tree Fest and its officers, employees, and volunteers cannot and will not accept responsibility or liability for any damage or injury resulting from theft, fire, the elements, accidents, or other conditions of causes, whether to exhibitors, property of concessionaires, vehicles on the grounds and articles left therein, or any property of any nature whatsoever. Exhibitors, concessionaires and others having property on the grounds during and after Baxley Tree Fest, should make their own arrangements for guarding and protecting their property.

Weather Policy: No Vendor will be allowed to break down their booth early unless a formal weather announcement is made (***On Stage**) by the Baxley Tree Fest Director. If you do not follow this weather policy you will forfeit your security deposit and will be ineligible to participate in future Baxley Tree Fest Events.

Acknowledgement

I hereby acknowledge I have read, understand, and agree to abide by the General Rules, Liability for Loss or Theft, and Weather Policy as a Vendor at the 19th Annual Baxley Tree Fest Event scheduled for April 17th-18th, 2009. I understand by not abiding by these rules I will loss my security deposit and be ineligible to participate in future Baxley Tree Fest events.

Applicant Signature

Date