



ART WALK

Saturday, October 12, 2019

10am to 4pm

Harrisburg Town Center: 4100 Main St. Harrisburg NC 28075

Booth Name: _____

Contact Name: _____

Address: _____

City & State: _____ Zip: _____

Phone: _____ Email: _____

Website/ Facebook page/ Etsy page: _____

Along with this application, please submit: 3 photos of your most RECENT works. If you are unable to submit photos, please include a link to view your art work: _____

Please list your type of medium and what you plan to display/sell at the Art Walk: _____

SUBMISSION OF AN APPLICATION DOES NOT GUARANTEE A SPACE

VENDOR BOOTH SPACES ARE 10' X 10'

Application Fees:

August 1—September 6, 2019 (early bird): \$50 per space

September 7—October 2, 2019: \$60 per space

Number of 10'x10' spaces you are requesting: _____ x \$50 /\$60 = \$ _____

Electricity: \$10 _____ **yes** _____ **no** _____ = \$ _____

Total Due: \$ _____

Please make checks payable to: Town of Harrisburg

If you prefer to pay with cc/debit, please include that information here:

Name on Card: _____ Type of Card: _____

Card Number: _____ 3 digit pin on back of card: _____

Expiration Date: _____

Please mail application and payment to: Harrisburg Parks and Recreation
Harrisburg Art Walk
PO Box 100, Harrisburg NC 28075

Office Use Only:

Date Received:

Approved / Denied by:

Date Notified:

Cash / Credit / Check #:

I agree that I have read, understood and agree to follow all rules and regulations of the 2019 Harrisburg Art Walk. I agree to hold harmless the Town of Harrisburg, it's employees, agents, volunteers, and sponsors from any and all claims, liabilities, costs, expenses, and damages which may result from my participation in this event. I further understand that no generators are allowed.

PRINT NAME

SIGNATURE

DATE

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RULES AND REGULATIONS:

APPLICATION PROCESS:

- **Application deadline is October 2, 2019.** Vendor Fees: August 1—September 6, 2019 (early bird): \$50 per space; September 7—October 2, 2019: \$60 per space; Electricity is \$10 per vendor if requested
- Once you have been approved as a vendor, no refunds will be issued. No exceptions.
- Submission of this application does not guarantee a space. Applications will be reviewed on a first come, first serve basis.
- Applicants must submit (with their application) at least three photos of your most recent art work. Please do not submit more than three or less than three. Photos will not be returned. If you are unable to print photos of your art work, you must include a website link to view your art work.
- All applications and art work will be reviewed by a jury.
- All art work should be original, handcrafted or handmade. Re-sell of items is not accepted.
- Items you plan to display or sell at the Art Walk should be listed on page one of this application. You may not sell more than 2 products/mediums. For example: jewelry/crochet OR woodwork/glass.
- Requests to be in certain locations or next to other vendors are requests only and can not be guaranteed.
- **Harrisburg Parks and Recreation has the right to accept or reject any application.**
- **Please allow 2-4 weeks for application to be reviewed. If you are not accepted as a vendor for this event, your payment will not be processed.**

VENDOR SET UP AND SPACE ASSIGNMENTS:

- The Art Walk is held in Harrisburg Town Center. Most vendors will be set up on concrete/asphalt.
- Vendor set up is from 7:30am to 10am on Saturday, October 12, 2019. Please check in at vendor check in and you will be shown to your spot.
- Vendors must provide their own tents, tables and chairs. **Weights should be used to secure your pop up tent to the ground. Some areas may not be level.** Do not drive stakes into the concrete or asphalt.
- If you need more than the allotted 10'x10' space for display, you must purchase another space.
- There will be no soliciting, signage or handing out of written materials by any organization, groups, or individuals outside of the space that has been leased.
- The use of sound by public address systems, stereos, recorders, etc., to attract attention to your booth/stand must be approved by the Harrisburg Parks & Recreation Department.
- Once a space has been assigned, you will not be permitted to move to a different location without permission from the Harrisburg Parks & Recreation Department.

CLEAN UP:

- You are expected to leave the area you occupy as you found it prior to set up. Please dispose of your trash in the provided trash cans.
- Please do not break down until the event ends at 4pm. Doing so will forfeit your opportunity to participate in future events.

QUESTIONS:

- If you have any questions about the Harrisburg Art Walk, please contact Harrisburg Parks & Recreation at (704) 455-7275 or email Shawn Marble at smarble@harrisburgnc.org.