



*Springtime Tallahassee's 50th Anniversary
Parade & Arts Jubilee in the Park
April 7, 2018, 9:00 am – 5:00 pm*



Arts and Crafts Application

Join us for the 50th Anniversary of the Springtime Tallahassee Festival. With more than 150,000 attendees and featuring the finest arts and crafts vendors, gourmet foods, and parade floats from around the Southeast, this is one event you don't want to miss!

General Jubilee Information & Requirements

- The Jubilee will be held on April 7, 2018 from 9:00 am – 5:00 pm on the streets and in the parks of beautiful downtown Tallahassee, Florida.
- Booth space is limited. Applications will be accepted for review until February 15, 2018. If space is available late applications will be considered with a \$25.00 late fee. Please note: acceptance of an application is not acceptance into the Jubilee. Applications will be reviewed for acceptance and notification of acceptance will be given via email and notifications of non-acceptance will be given via email/phone.
- Booth payment must be paid in full and included with this application. Payment will be refunded in full if the application is not accepted.
- Booth cancellations are non-refundable after February 22, 2018. A \$25.00 administrative fee will be charged for cancellations prior to February 22, 2018.
- A \$25.00 NSF (Non sufficient funds) fee will be accessed for any returned checks.
- Vendor fees will not be refunded if the festival must be cancelled due to inclement weather, acts of God, or any other circumstances deemed necessary by Springtime Tallahassee and city officials.
- Craft booths are 10' x 10'. All booths are outdoors and are assigned based on vendor category.
- Booth set up begins at 5:30 am April 7, 2018. Booths must be set up by 8:30 am and disassembled by 6:00 pm.
- All vehicles must be moved to designated parking by 8:00 am or they will be towed from festival grounds.
- Springtime is held outdoors on city streets and in parks. Electricity is available for purchase for \$25.00 per plug (20 AMPS). PLEASE SEE RULES FOR DETAILS.
- An email indicating acceptance in the Jubilee will be sent out in February. Additional booth information, maps, permits, rules and regulations will be mailed in March.
- Vendors are responsible for collecting and paying Florida sales tax.
- Vendors supply their own booth tables, chairs and small tents (no larger than 10x10).
- All vendor tents must be properly weighted down; stakes are not permitted.
- Payment may be made by check, money order, or credit card (Visa, Master Card and American Express accepted). Make checks and money orders payable to Springtime Tallahassee Festival, Inc.

Arts & Crafts Vendor Rules

The Springtime Tallahassee Jubilee in the Park is open to Artists and Craftsmen selling their own **original** work with no mass produced items or reselling of purchased items allowed. Art and Craft vendors will be accepted based on creativity, appropriateness, quality and originality.

All craft vendors (regardless of past participation photo submissions) must supply up-close and clear photographs with this application (photos will not be returned). Please include: (two) photos of items to be sold, (one) photo of booth, (one) photo of you in the process of creating your items.

- **All items** for sale must be listed on this application. Items will be subject to acceptance prior to the Jubilee and will be checked during the Jubilee. Quality assurance inspections will take place prior to the opening of the event to ensure all rules and regulations have been met, including, but not limited to, inspections of crafts for “original work.” Inspections will also take place during the day.
- Selling non-approved items will result in immediate booth closure and forfeit of booth.
- Exhibitors **may not sell or solicit outside** of your designated booth area.
- Vendors must offer all patrons sales receipts with contact name and phone number clearly stamped or printed on the sales receipt.
- Electricity is available for purchase at \$25.00 per plug (20 amps). You cannot piggyback extension cords into a plug or use a power strip. Extension cords must be grounded (3 prong plugs) and covered or taped down.
- No generators are permitted in the venue.
- All vendors must return a signed General Release Form with application including one witness signature.

Springtime Tallahassee, Inc.
501 E. Tennessee St. Ste A, Tallahassee, Florida 32308
Phone 850-224-5012; Fax 850-224-0833
www.springtimetallahassee.com
Questions: Contact Jubilee Chair, Becky Scaringe
E-mail - Jubilee@springtimetallahassee.com

Arts and Crafts Jubilee Application

Application Deadline: ~~February 1, 2018~~ February 15, 2018

Mail to:

Springtime Tallahassee Jubilee, 501 E Tennessee St. Ste A, Tallahassee, FL 32308

Late fee waiver until February 15, 2018

Application must include the following:

- ✓ Payment to Springtime Tallahassee Festival, Inc.
- ✓ Four photographs (as described in Arts & Crafts Vendor Rules)
- ✓ Signed release agreement with witness signature

For more information please call: 850-224-5012 or E-mail Jubilee@springtimetallahassee.com

Contact Name: _____
Last First

Business Name: _____

Mailing Address: _____
Street City State Zip

Day Phone () _____ Cell Phone () _____

E-Mail Address _____

Please indicate booth location and how many spaces applying for (one space is 10'x10'):

_____ (# of Spaces) Arts & Crafts Corner Booth Location @ \$200.00 each — **Full**

_____ (# of Spaces) Arts & Crafts Park Avenue Booth Location @ \$175.00 each

_____ (# of Spaces) Arts & Crafts Booth (all other locations) @ \$150.00 each

_____ (# of Spaces) Please locate me in the Children's park (do not get location preference) @ \$150.00 each

Do you need electricity?

_____ Electricity \$25.00 per plug (20 amps) # of plugs _____

What are you using power for? _____

List items selling and descriptions (attach separate sheet if necessary) All items must be original handmade or handcrafted

Special Needs: _____

What type of accommodations will you be using?

- Hotel/ Motel
- Family/Friends
- RV/Camper
- Other _____

Years participated in Springtime Tallahassee _____

Visa/MasterCard/ American Express # _____

Name as it appears on Credit Card _____

Exp. date _____ Visa (3 digit number on card back) _____

American Express (4 digit number from front of card) _____

DO NOT WRITE, FOR INTERNAL USE ONLY

Date Received: _____ Type of Payment: _____

Amount Paid: _____ Ck #: _____

Forms: Gen Release _____ Photos: _____

Electricity # of Plugs: _____

Special Request: _____

Approved By _____ Booth #: _____

SPRINGTIME TALLAHASSEE 2018

GENERAL RELEASE OF CLAIMS & HOLD HARMLESS AGREEMENT

SPRINGTIME TALLAHASSEE, INC. does **NOT** provide liability insurance for the protection of persons, vendors, entertainers, merchants, organizations, spectators or others who participate in any **Springtime Tallahassee, Inc.** event.

In consideration of participating in a Springtime Tallahassee event, I, _____, an authorized representative of _____, do hereby release and forever discharge **SPRINGTIME TALLAHASSEE, INC.**, its members, officers, employees, agents, servants, volunteers and sponsors from any and all actions, negligence, causes of actions, claims and demands, for any damage, loss or injury, which hereafter may be sustained by me or my organization in connection with or relating to any **SPRINGTIME TALLAHASSEE, INC.** event.

This release extends to, applies to, covers and includes all known, unknown, disclosed, unforeseen, unanticipated and unsuspected injuries, damages, losses and liabilities, and the consequences thereof, notwithstanding the provisions of any state, federal, local or territorial law or statute to the contrary. Such provisions are hereby expressly waived.

It is further understood and agreed that my/my organization’s participation in any Springtime Tallahassee, Inc. event is not to be construed as an admission of liability or the assumption of any responsibility by **SPRINGTIME TALLAHASSEE, INC.**, its members, officers, employees, agents, servants, volunteers and/or sponsors for any act or omission by me or any member(s) of my organization.

I hereby agree on behalf of my organization, its heirs, executors, administrators, and assigns to indemnify **SPRINGTIME TALLAHASSEE, INC.** and its members, officers, employees, agents, servants, volunteers and sponsors, jointly and severally, and to hold them harmless from and against any and all actions, negligence, claims, demands and liabilities, loss damages and expense of whatever kind or nature, including attorney fees, which may arise from my organization’s participation in the Springtime Tallahassee, Inc. event. Furthermore, I agree that the venue for any claim or matter relating to this agreement shall be Leon County, Florida.

Springtime Tallahassee, Inc., The City of Tallahassee and The Tallahassee Police Department reserve the right to remove any misrepresented or inappropriate material or persons from any Springtime Tallahassee, Inc. event, including but not limited to, the Jubilee. Non-compliance with Springtime Tallahassee’s directive, rules and/or regulations will result in the forfeiture of my/my organization’s booth and immediate closure by the Tallahassee Police Department and Springtime Tallahassee, Inc.

(Name of Business)

(Date)

(Vendor Signature)

(Witness) does not need to be notarized