



A-Town Get Down Festival 2017 Vendor Application  
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A-Town Get Down cordially invites all creatives and makers to join us for the 2017 festival as an official vendor. With over 1000 attendees, the all-day Festival's mission is to increase access to music and art to citizens of the region. The event this year will be taking place March 25th, 2017 from 12:00p.m. to 12:00a.m. on Indian Street near the Talmadge Bridge.

From 12:00p.m. to 5:00p.m. the festival is free and open to the public for family friendly activities and workshops. At 5:00p.m. the festival becomes a ticketed event where over 21 attendees can experience music, art and purchase some of their favorite products from the creative community of Savannah.

We would like to invite all the makers and creatives to showcase and sell their handcrafted items from 12:00p.m. to 10:00p.m. We encourage you to decorate your space as vibrantly as you would like in order to represent your brand to the best of your ability. In order to apply, please provide the following application requirements listed below.

Please be aware that load in must happen before the festival begins at noon and vehicles will not be allowed in the premise for breakdown until 11:30p.m.

## **SECTION 1**

- Business Name
- Vendor Name
- Address
  
- Cell Phone
- E-mail Address
- Website Address and/or online media your company uses

## SECTION 2

Please describe what you plan to sell at the festival.

## SECTION 3

I, \_\_\_\_\_, agree to be at the A-Town Get Down Festival taking place on Indian Street near the Talmadge Bridge (more details to be provided as to specific location for vending) Savannah, GA on Saturday, March 25, 2017 from 12pm-10p.m. I acknowledge the set up times of before 12:00p.m. with no vehicle access for breakdown until 11:30p.m. .

Upon arrival you will be assigned a **6ft x 6ft space and 6 foot table with white linen** in which to conduct your business. The festival will run rain or shine. Vendors will be notified in advance of festival cancellation due to inclement weather conditions.

**Participation Fee: \$150**

## SECTION 4

I have read, and agree to abide by the 2017 A-Town Get Down Vendor Rules and Regulations. I accept that the A-Town Vendor Contact and Vendor Selection Committee will resolve all disputes. I acknowledge that I have not been promised exclusivity for my products.

I hereby agree to indemnify and hold harmless the A-Town Get Down Festival its volunteers, and officers for and against any and all damages, losses, suits, liability and/or causes of action resulting from property damage, and/or from personal injury, including death, of myself and my related representatives arising out of or in any way connected with our participation in the A-Town Get Down Festival, except to the extent that such damage or injury is caused by gross negligence or willful misconduct of the A-Town Get Down Festival, its volunteers, and/or officers except as set out herein. I further permit the A-Town Get Down Festival to use photographs of me for future A-Town Get Down promotion.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **SECTION 5**

Thank you for your interest in participating in the A-Town Get Down Festival. The Vendor Selection Committee will review your application. Vendor applications will be reviewed on a first come first serve basis. If multiple vendors apply with same/similar products, the Vendor Committee reserves the right to select the vendor participation.

## **SECTION 6**

Please send SIGNED and COMPLETED application to: [erin@wprojects.co](mailto:erin@wprojects.co). \*Please note that we have allotted only 20 spaces for vendors this year. We will accept applications until we fill the 20 spaces.

A complete application package will include the following:

1. Completed Application (must be submitted before festival)
2. \$150 Payment via paypal to A-Town Get Down
3. Explanation of your setup
4. Sales Tax Id #
- 5.

\*The A-Town Get Down Festival does not collect sales tax for any vendor. Each vendor is responsible for the collection of his or her own sales tax.

## **Festival Rules**

### **1.WEATHER**

The festival will run rain or shine. Vendors will be notified by email 12 hrs in advance of cancellation due to inclement weather.

### **2. SET UP – BREAK DOWN**

Vendor set up can begin two hours before the festival begins. The festival opens to the public with free admission at 12pm. Each vendor is required to have his or her booth set up complete by 11:45am. Each vendor will receive a 6 foot table, white linen, and 4” by 6” space. Breakdown will begin promptly at 11pm, no early breakdowns.

### **3. UNLOADING VEHICLES**

Vendors are permitted to drive near vendor area for a brief unloading period, but all vehicles must be out of lane by 11:30am, no exceptions. Failure to follow this timeline will jeopardize future access to festival area.

#### 4. VEHICLE PARKING

Street parking is available surrounding the festival grounds. Please arrive early in order to find a street or deck parking space.

#### 5. BOOTH SPACE ASSIGNMENTS

Your booth location assignment will be decided by the Selection Committee.

#### 6. VENDOR DISPLAYS

Each vendor supplies their own items necessary for selling. A sign that identifies your business is required. All signage must be structurally secure. We do not have tents/signs to loan or rent to vendors.

#### 8. BOOTH FEE

All booth fees must be paid by March 15th. The Wednesday prior to the A-Town Get Down Festival. Unless other arrangements are made with the Festival Contact in advance.

#### 9. CANCELLATION

Vendors who must cancel are asked to notify the festival contact at least one week in advance. Erin Wessling [erin@wprojects.co](mailto:erin@wprojects.co) so we are able to fill your space with those on the waiting list. Refund of \$100 will be given (\$50 cancellation fee will cover the table and linen)

#### 10. HOURS OF OPERATION

Festival attendees and participants are extremely punctual. Please be on time and plan to stay from open until the 11:00 pm breakdown time.

#### 11. PRODUCTS

Vendor name must be clearly displayed to customers.

#### 14. SMOKING

All smoking is prohibited on the festival grounds.

#### VENDOR RULES & RESPONSIBILITIES

#### 15. LEGAL

All vendors are required to comply with any applicable state and federal regulations administered by the Georgia State Department of Health, Georgia Department of Agriculture

and Markets, Georgia Department of Taxation, and United States Department of Agriculture. All vendors are required to charge sales tax, collect, report and pay. All licenses and sales tax certificates required for the sale of any items in the state of Georgia are the responsibility of each individual selling such items. Vendors are required to have at their stall; any required licenses, seals, and permits.

#### 16. RESPONSIBILITIES

All vendors are required to behave responsibly and in accordance with festival operations.

#### 17. BEHAVIOR

The festival is a public space. Any inappropriate or illegal behavior is prohibited. Any illegal behavior or actions will be reported to designated authorities.