



Dear Vendor:

We are proud to invite you to the 50<sup>th</sup> Annual Mountain Laurel Festival! As the oldest continuously running festival in Georgia, we are so excited to celebrate our 50<sup>th</sup> year and plan to make this event our biggest yet. Plans for the 2012 festival include a carnival midway, concert, fireworks and carriage tours, along with our annual parade that will kick the festivities off. We are so excited and hope that you will join us! Don't miss this tremendous opportunity to be a part of Clarkesville's history...return your application as soon as possible to reserve your space!

**Vendor Rules and Guidelines:**

1. A submitted application does not imply acceptance. All applicants will be notified as to the status of their application as soon as possible.
2. Should an applicant not be accepted, application fees will be promptly returned.
3. Only original/handmade art and craft items may be sold on the Square at the festival; to include but not limited to pottery, woodwork, jewelry, clothing and accessories, needlework, photography, painting, sketches, basket weaving, floral arrangements, wreaths, metal work, candles, glass work, pet items, leather goods and food products.
4. Vendors wishing to sell non original/handmade art and crafts, if accepted, will receive a booth space in Pitt's Park. The carnival, children's festival, food court and all day entertainment will also be in Pitt's Park.
5. All spaces are 12' x 12' and will be marked and numbered.
6. You will receive your vendor packet after May 1<sup>st</sup>. This packet will include your booth # and a vendor's pass to use for loading and unloading. Only one pass will be issued per booth space.
7. Vendor setup is Saturday, May 19<sup>th</sup> from 7:00-9:00 am. All vehicles must be removed from the Festival areas no later than 9:00 am.
8. Retail vendors **MUST** provide a list of all items being sold along with pictures of products and booth setup.
9. Food vendors **MUST** provide a complete copy of your menu with your application.
10. **There are to be NO vehicles in the park or on the square after 9:00 am.** Park vendors may park vehicles along Highway 197. Vendors downtown may find parking in lots behind either side of the square.
11. Craft booths must remain open and shall not be dismantled prior to 5:00 pm. After the Festival, all merchandise must be packed and booth completely disassembled before vehicles will be allowed into Festival area for loading and departure.
12. **Food vendors located at the food court in Pitt's Park cannot breakdown until 9:30 and cannot leave the park until fireworks are complete and the crowd has cleared.**
13. Vendors are responsible for clean-up of their areas at the conclusion of the Festival.
14. The Mountain Laurel Festival does NOT guarantee exclusivity to non-food vendors.
15. This is a rain or shine festival; **VENDOR FEES ARE NON-REFUNDABLE**

Please contact Clarkesville City Hall at 706-754-4216 or by email at [mountainlaurel@clarkesvillega.com](mailto:mountainlaurel@clarkesvillega.com) if you have any questions or concerns. We look forward to seeing you at our 50<sup>th</sup> Mountain Laurel Festival.

Sincerely,

Mountain Laurel Festival Committee



# 50<sup>th</sup> Annual Mountain Laurel Festival

May 19, 2012

7:00 am – 9:30 pm

Vendor Application

**Registration Deadline: May 1, 2012**

Name of Business/Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #'s (Day): \_\_\_\_\_ (Evening): \_\_\_\_\_ (Cell): \_\_\_\_\_

Email Address: \_\_\_\_\_ Web Address: \_\_\_\_\_

Please list all artwork and/or craft items to be sold at your booth: \_\_\_\_\_

**All applicants must attach a photo of their product(s) and booth set-up. All photos become the property of the City of Clarkesville.**

**\*Food vendors MUST supply a copy of their full menu.**

I hereby apply for a booth space for sale purposes in the Mountain Laurel Festival. Having done so, I hereby agree to abide by all rules and regulations previously set forth in this application. I further understand that failure to abide by said rules will result in my being removed from the Mountain Laurel Festival and I will not be invited nor included in future Mountain Laurel Festivals.

I hereby agree to defend, indemnify and hold the Mountain Laurel Festival Association and the City of Clarkesville harmless from and against any claim, demand, suit, loss, cases of action, liabilities, obligations, costs, expenses and judgments (including without limitation, death and damages to property) caused by applicants acts or omissions or failure to abide by the rules and conditions contained therein.

Print Name: \_\_\_\_\_ Sign Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Vendor Fees:** Please check the appropriate space/services requested.

12' x 12' Arts/Crafts/Retail Space: \$ \_\_\_\_\_ X number of spaces \_\_\_\_\_ = \$ \_\_\_\_\_

12' x 12' Food Vendor Space: \$ \_\_\_\_\_ X number of spaces \_\_\_\_\_ = \$ \_\_\_\_\_

Electricity: \$10.00 per Space: \$ 10.00 X number of spaces \_\_\_\_\_ = \$ \_\_\_\_\_

\*Electricity will be used for what purpose? \_\_\_\_\_

\*\*Is more than 110 volts or 10 amps needed? \_\_\_\_\_

TOTAL AMOUNT DUE = \$ \_\_\_\_\_

### Fees

Retail Vendors: **\$65.00** per space if application is postmarked prior to **Jan. 1, 2012**

**\$75.00** per space if application is postmarked **Jan. 2-May 1, 2012**

Contact City Hall for availability and pricing after May 1, 2012

Food Vendors: **\$90.00** per space if application is postmarked by **Jan. 1, 2012**

**\$100.00** per space if application is postmarked **Jan. 2-May 1, 2012**

Contact City Hall for availability and pricing after May 1, 2012

**Make checks payable to:  
Mountain Laurel Festival  
PO Box 2014  
Clarkesville, GA 30523**

**For more information contact Clarkesville City Hall at 706-754-4216 or**

**mountainlaurel@clarkesvillega.com**

### For Festival Use Only Please

Date Received: \_\_\_\_\_ Amount paid: \$ \_\_\_\_\_ Check No: \_\_\_\_\_ Booth Assignment: # \_\_\_\_\_