

ARTS & CRAFTS EXHIBITOR 2017

APPLICATION GUIDELINES



Location: Seville Square, Alcaniz and Zaragoza Streets.
Entry Fee: \$100 up to Dec. 31, 2016; \$150 after Jan. 1, 2017
Submit check with completed application ASAP for best booth location.

EVENT DATES and TIMES:

Saturday, April 1, 2017, 11 a.m. to 7 p.m.

Sunday, April 2, 2017, 11 a.m. to 7 p.m.

SETUP:

You may set up on Friday, March 31, after 1 p.m. or Saturday, April 1, after 8 a.m.
YOU MUST BE SET UP AND READY BY OPENING TIME, 11 a.m., Saturday, April 1.

BREAKDOWN:

When JazzFest concludes at 7 p.m. Sunday, April 2, you are responsible for removing all of your materials, tables, canopies, etc. You must leave your space cleared and clean.

1. JazzFest will be held in Pensacola's Seville Square area. Arts & Crafts Spaces are 10' x 10'. Any special needs should be indicated on your application. The committee will TRY to accommodate your requests. By order of the City of Pensacola, NO vehicles are allowed in the parks except in the designated parking lot in Fountain Park, which can be accessed for set-up and breakdown. During JazzFest hours, the Fountain Park parking area is reserved for handicapped vehicles; no exhibitor vehicles will be allowed to park there. We have a reserved lot within walking distance for parking your vehicle.
2. Entry fee by check/money order and signed release form are due with application.
Your application will not be reviewed without it. Application and fee do not guarantee acceptance.
The fee will be returned in full if your application is not accepted.
NO REFUNDS WILL BE GIVEN TO ACCEPTED VENDORS AFTER MARCH 1, OR FOR WEATHER, ACTS OF GOD, CIVIL DISOBEDIENCE OR ANY CIRCUMSTANCE JAZZ PENSACOLA DEEMS OUT OF ITS SOLE CARE, CUSTODY OR CONTROL.
3. Acceptance in the show is a commitment for you to show for all hours listed above. Arts and Crafts hours are different from food and entertainment hours, and you may not remain open after JazzFest performances have concluded for the day.
4. Acceptance and assignment space in the show is non-transferable. Only the artist/craftsperson on the application may show in the booth space. The JazzFest Committee reserves the right to remove misrepresented or inappropriate material from the show; this includes products that are determined to compete with merchandise offered for sale in the Jazz Pensacola Merchandise Tent. No nudes, partial nudes or erotic scenes may be shown. No retail or commercial items accepted.
5. Exhibitors are responsible for collecting and reporting Florida's Sales Tax. The local revenue office will provide information and paperwork on the first day of the festival.
6. Shade is not guaranteed. Exhibitors are encouraged to use a freestanding 10' x 10' canopy. Should rain occur, no vehicles will be allowed into the streets within the barricaded area of the festival site. Exhibitors must provide their own tables, etc.
7. JazzFest will provide continuous security. However, it is the vendor's sole responsibility to provide for his own protection. JazzFest and Jazz Pensacola assumes no liability for loss, damage, or misplacement of merchandise, equipment or monies from any or all causes.
8. No animals will be allowed, except guide dogs used by blind persons.
9. Vendors may not utilize music, loudspeaker systems, or megaphone devices. No trailers, cars, wagons or cars will be left in the area after unloading on ANY day of the festival.
10. No one may set up any earlier than 1:00 p.m. on Friday, March under ANY circumstances.
11. **ANY FAILURE TO FOLLOW THESE GUIDELINES WILL RESULT IN A VENDOR NOT BEING ACCEPTED THE FOLLOWING YEAR.**

ARTS & CRAFTS EXHIBITOR

APPLICATION, Part 1

A limited number of each type of craft will be allowed in the exhibition. Please ensure to enclose photographs that adequately represent your items for our committee to use in the selection process. If there are any questions or problems with your application, we will contact you. If you have questions, call (850) 433-8382 during office hours (Monday-Friday 8 a.m. to noon). The Jazz Pensacola office will notify you if your application is not accepted for some reason.

Please Print or Type Information

Name: _____

Business Name: _____ FL Sales Tax # (if applicable): _____

Address: _____ City/State: _____ Zip: _____

Phone: home (____) _____ / work (____) _____ / cell (____) _____

Email address: _____

Please list and describe each type of item (including price range) to be considered:

NO PRODUCTS THAT COMPETE WITH OFFICIAL JAZZ PENSACOLA ITEMS OFFERED IN THE MERCHANDISE TENT WILL BE CONSIDERED. This includes T-shirts, CDs, etc.

Do you plan to use a canopy? (Only 10' x 10' or smaller canopies are to be used). YES ___ NO ___

Electrical request: A limited number of spaces are within reach of electrical outlets. If you require electricity for your booth for reasons OTHER than lighting, please explain.

Any special requirements? _____

*** PLEASE DO NOT WRITE IN THIS BOX *** FOR OFFICE USE ONLY ***

Check # _____ Amt. Paid _____ Date Deposited _____ Booth Space # _____

Special Requests: _____

ARTS & CRAFTS EXHIBITOR

APPLICATION, Part 2

EXHIBITOR CONTRACT

I understand and agree with the rules and regulations that are set forth in this application and agree to abide by and fully comply with said rules. I understand and agree that Pensacola JazzFest and Jazz Pensacola are not responsible in any way for damage, loss or theft to me, my firm or of my customers and agree to indemnify and hold harmless Pensacola JazzFest and Jazz Pensacola against such loss, damage or theft.

In the event that Jazz Pensacola is unable to hold the 2017 Pensacola JazzFest as scheduled by reason of war, acts of God or acts of nature, or any other reason, or JazzFest is interrupted in any way, no refund shall be made, and it is agreed that all contracts are null and void. There shall be no responsibility or liability on the part of the Jazz Pensacola or Pensacola JazzFest for any losses sustained by any person caused by such event. Jazz Pensacola and Pensacola JazzFest in no way guarantee any return or benefits to vendor.

It is further agreed and understood that Jazz Pensacola and Pensacola JazzFest assume no liability for any injury to person or property or any other damages or losses occurring on JazzFest premises during JazzFest. I agree to forever indemnify and hold harmless Jazz Pensacola and Pensacola JazzFest from and against any and all claims for loss, death or damage of person or property and any other loss whatsoever arising out of any act, omission nor negligence in the operation or conduct of me/my business, including violation of any law, and all attorneys' fees and costs incurred by those parties.

All the foregoing is agreed to in consideration of and as a condition precedent to Jazz Pensacola and Pensacola JazzFest providing to me/my business the applied for exhibitor space. The indemnification provisions shall survive after the 2017 Pensacola JazzFest.

Signature: _____ Date: _____

Name (print): _____ Title: _____

Business Name: _____

Business License Number (if applicable): _____

FL Sales Tax # (if applicable): _____

Address: _____ City/State: _____ Zip: _____

Preferred Phone: (____) _____

MAIL COMPLETED APPLICATION ALONG WITH YOUR CHECK TO:

Jazz Pensacola
3 West Garden St., Suite 418
Pensacola FL 32502-5633

Questions?

Email: info@jazzpensacola.com, or call the Jazz Pensacola office at (850) 433-8382 (office hours Monday-Friday, 8 a.m. to noon)