

THE HICKMAN COUNTY ARTS AND CRAFTS GUILD  
PRESENTS THE

11th Annual Autumn in the Country  
Arts & Crafts Fair

Saturday, October 5, 2019      9 a.m. to 4 p.m.

Centerville Courthouse Square

**Please read the following carefully before filling out the application.**

- ~ ALL items must be **hand-made** or **hand-crafted**. No Direct Sales.
- ~ Outside booths are 10' x 10'. There are a limited number of booth spaces inside the Courthouse - which are significantly smaller.
- ~ Booth fees are as follows:

	through <b>Sept. 7th</b>	<b>Sept. 8th through Sept. 28th</b>
HCACG Members	\$35	\$45
Non-Guild Members	\$50	\$60
Food Vendors	\$60	\$70
Non-Profit	\$25	\$25
- ~ Fee for electricity:      \$10
- ~ This is a **juried event**. Photos of your booth &/or a link to your website, Facebook page or Etsy shop are required if this is your first event with us.
- ~ Applications POSTMARKED after **Sept. 28th** will be considered, depending on availability.
- ~ Confirmation will be sent by email or SASE provided by vendor.
- ~ Sharing a booth is allowed — ONLY 2 independent vendors to one booth.
- ~ Upon arrival, vendors will receive Booth Assignment and a Packet.
- ~ Deadline for cancellation by the vendor with a refund is **September 7th**.

This is an **OUTDOOR** event. The event will go on **RAIN or SHINE**, so come prepared accordingly.

Vendors are responsible for bringing their own canopies with adequate tie-downs for grass or concrete, tables, chairs, etc. Drilling holes into the concrete is not allowed.

**Set-up:**

~ Saturday, October 5th - ONLY - at 7:00 a.m. Please do not arrive before 7:00 a.m.

Vendors will receive booth assignments upon arrival.

**\*\* ATTENTION FOOD VENDORS -- please do not arrive before 8:30 a.m.**

~ After unloading, please move vehicles to the designated area PRIOR to setting up booths.

~ Booths must be set-up and ready for business by **9:00 a.m.**

**\*\* This event is from 9 a.m. until 4 p.m.**

**\*\* Please do NOT begin packing until 4 p.m.**

~ Vendors must be completely packed BEFORE moving vehicles to the square.

**\*\* If you Need to leave early, the Event Chair must be contacted prior to breakdown.**



~ Vendors leaving early risk not being invited to return the next year.

~ Children **MUST** be supervised at all times.

~ No pets allowed; only service dogs.

~ Appropriate signage for your booth is required.

~ Table skirting to the ground. No boxes, extra merchandise or debris should be visible.

~ Only heavy-duty extension cords will be allowed. Be prepared to secure your extension cord. In grassy areas, "staples" like this  or  can be purchased at the co-op or easily made. On concrete, bright colored duct tape is suggested.

~ Please leave booth area as clean as when you arrived.

## Annual Autumn in the Country Vendor Application

\*\*\*\*\* PLEASE PRINT \*\*\*\*\* PLEASE PRINT \*\*\*\*\* PLEASE PRINT \*\*\*\*\*

\_\_\_\_\_  
Vendor Name

\_\_\_\_\_  
Mailing Address - Street or P.O. Box, City, State, Zip Code

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Booth Name

### **Description of Items for Sale:**

Items must be family friendly. **All items must be listed. If they are not listed, you will not be allowed to sell them.** Please do NOT use broad terms like: Home Decor, Wood Items, etc. They will not be accepted. Use the back of the Hold Harmless Agreement if needed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List all persons who will be present. Name tags will be provided.

\_\_\_\_\_  
\_\_\_\_\_

Link(s) to view wares: \_\_\_\_\_  
\_\_\_\_\_

If you participated last year, would you like the same booth assignment, if at all possible?

If electricity is requested, booth location may need to be changed.

Yes \_\_\_\_\_ No \_\_\_\_\_

Will you need electricity?

Yes \_\_\_\_\_ No \_\_\_\_\_

Booth location preference? (First come, first served.)

Indoor \_\_\_\_\_ Outdoor \_\_\_\_\_

### **TO BE COMPLETED BY HCACG:**

DATE RECEIVED \_\_\_\_\_

NOTIFIED \_\_\_\_\_

BOOTH NUMBER \_\_\_\_\_

**Submission Checklist**

<b>Booth Fees:</b>	<b>now - Sept. 7th</b>	<b>Sept. 8th - Sept. 28th</b>
Art Guild Members	\$35	\$45
Non-Guild Members	\$50	\$60
Food Vendors	\$60	\$70
NonProfit Vendors	\$25	\$25

**Booth Fee:** \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_  
# of Booths Amount  
 Add \_\_\_\_\_  
Electricity - \$10  
 = \_\_\_\_\_  
Total Amount Enclosed

- \* Application completed and **signed**
- \* **Signed** Hold Harmless Agreement: Indemnification and Release document
- \* Check or Money Order payable to: Hickman County Arts & Crafts Guild
- \* Photos, if applicable

**\*\* FOOD VENDORS — PLEASE INCLUDE MENU with PRICES - & - PROOF OF INSURANCE \*\***

**\*\* Mail all of the above to:**

**HCACG  
P.O. Box 123  
Centerville, TN 37033**

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**Membership:**

Would you like information about joining the Hickman County Arts and Crafts Guild? Please return to the website: [hickmanartsandcraftsguild.org](http://hickmanartsandcraftsguild.org) Information can be found under About Us -> About Us. If you do not have access to the internet, please call 931.670.3836 for information.  
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Questions? Contact Janet, Event Chair  
931.242.0428 or by Email: [info@hickmanartsandcraftsguild.org](mailto:info@hickmanartsandcraftsguild.org) - Subject: Autumn in the Country

**I have read, understand and agree to comply with the Annual Autumn in the Country Arts & Crafts Fair Guidelines as noted in the Event Information document.**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

