

IT'S TIME TO GET READY FOR THE
HICKMAN COUNTY ARTS AND CRAFTS FAIR

12th Annual Autumn in the Country Arts & Crafts Fair

Saturday, October 3, 2020

9 am to 4 pm



Centerville Courthouse Square

*** ALL items must be handmade or hand crafted. NO Direct Sales. ***

- This OUTDOOR event will go on whether RAIN or SHINE, so come prepared accordingly.
- Outside booths are 10'x10'. Inside booths are limited – contact Event Chair for information.
- Booth fees are as follows:

Guild Members	\$35	Non-Guild Vendors	\$50
Food Vendors	\$60	Non-profit Vendors	\$25

** For an additional half a booth or an additional second booth, contact the Event Chair.

- To receive a free booth for demonstrations or education, you must first rent a booth to sell handmade / hand crafted items. T-shirts promoting the non-profit organization are not allowed to be sold.
- Fee for electricity: \$10
- Application with payment must be POSTMARKED by **September 26th** to be accepted.
- Confirmation will be sent by email or SASE provided by the vendor.
- NO REFUNDS unless the event is cancelled by the Arts & Crafts Guild.
- This is a **juried event**. If this is your first event with us, please mail photos, email photos or provide a link to your website, Facebook page, or etsy shop with photos of your items.
- Sharing a booth is allowed – ONLY 2 independent vendors allowed in one booth.
- Canopies, tables, chairs, etc. will not be provided. Canopies need adequate tie-downs for grass or concrete.
- Drilling holes into the concrete is not allowed.
- Only heavy-duty extension cords are 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, duct tape is needed.
- Appropriate signage for your booth is recommended.
- Table skirting should be to the ground, so that no boxes, extra merchandise or debris is visible.
- **SET-UP: Saturday, October 3rd—ONLY--beginning at 7 a.m. for VENDORS. Do not arrive before 7 am.** After unloading, move vehicles to designated area PRIOR to setting up booth. Cars MUST be off of the square by **8 am**.
- **Please do NOT begin packing until 4 pm.** Must be completely packed before moving vehicle to square.
- ***** ATTENTION FOOD VENDORS *** -- please do not arrive before 8:30 am. *****
- FOOD VENDORS may break down between 3 pm – 3:30 pm.
- Children must be supervised at all times.
- No pets allowed; only service dogs.
- Please leave area as clean as when you arrived.
- No smoking allowed on premises.

Directions:

From Columbia: Take Hwy 50 W. At the T-intersection of Hwy 50 & Hwy 100, turn Right onto Hwy 100. Go approx. 1½ miles & turn Right at 1st stop light.

From Nashville: From I-40 W., take exit 172. Turn Left onto Hwy 46; go approx. 5 miles. At stop light, turn Right onto Hwy 100. Courthouse Square is approx. 17 miles. Turn Left at the second stop light.

From Memphis: From I-40 E., take exit 148. Turn Right onto Hwy 50. Travel approx. 17 miles. At the T-intersection, turn Left onto Hwy 100. Go approx. ½ mile & turn Right at the 1st stop light.

Received _____

Notified _____

Booth _____

Questions? Email: info@HickmanArtsAndCraftsGuild.org -> Subject: Autumn - or - call: 931.242.0428

Vendor Application

Name

Booth Name

Mailing Address – Street or PO Box, City, State, Zip Code

Phone Number

Email Address

Description of Items for Sale:

Items must be family friendly. All items must be listed. Please do not use broad terms, i.e., Home Décor, Wood Items, etc. Reason? We use this information when mapping the vendors—we do not want 2 vendors with the same items next to each other.

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

If this is your 1st event with us, please provide photos via email or a link to your website, Facebook page or etsy shop.

If you participated last year, would you like the same booth assignment, if it is 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-unless you're a returning vendor.)

Inside ____ Outside ____

Submission Check List

____ Application complete and **signed**

____ **Signed** Hold Harmless Indemnification & Release document

____ Check or Money Order payable to: Hickman County Arts & Crafts Guild or HCACG

____ Photos, if applicable

*** ____ **FOOD VENDORS ---- PLEASE INCLUDE MENU and PRICES** ***

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

HCACG

PO 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](http://www.HickmanArtsAndCraftsGuild.org): www.HickmanArtsAndCraftsGuild.org Information can be found under About Us.

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

Signature _____ **Date** _____

