

THE HICKMAN COUNTY ARTS & CRAFTS GUILD
IS READY TO PRESENT THE

14th Annual Autumn in the Country Arts & Crafts Fair

Saturday, October 1, 2022 9 am - 4 pm

Centerville Courthouse Square

(for GPS - 405 West Public 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' x 10'. Inside booths are limited in space. Fees are as follows:
 - Art Guild Members \$35 Non-Guild Persons \$50 Electricity \$10
 - Non-Profit Vendors \$25 Food Vendors \$60
- *** For a second booth, contact the Event Chair – see below. ***
- To receive a free booth for demonstrations / education, you must rent a booth to sell Handmade / handcrafted items. T-shirts promoting the organization are allowed to be sold.
- Application w/ payment must be POSTMARKED by **September 21st** to be accepted.
- Confirmation will be sent by email or SASE provided by the vendor.
- NO REFUNDS unless the event is cancelled by the Hickman County Arts & Crafts Guild.
- This is a **juried event**. If this is your first event with us, please mail or email photos, or provide a link to your website, Facebook page or etsy shop with photos of your items.
- Canopies, tables, chairs, etc. will not be provided. Canopies need adequate tie-downs for grass or concrete. Drilling a hole into the concrete is not allowed.
- Only heavy-duty extension cords are allowed. Be prepared to secure your extension cord. In grassy areas, staples can be purchased at the Co-Op or easily made. On concrete, duct tape is required.
- Appropriate signage for your booth is recommended.
- Table skirting is requested so that no boxes, extra merchandise or debris is visible.
- **SET-UP:** October 1st – ONLY – beginning at 7 AM for **VENDORS**. Please do not arrive before 7.
- When you arrive, put canopy up, unload and move vehicle to designated area. Then set-up.
- Cars **MUST** be moved to designated area by **8 am** so the Food Vendors can set-up.
- Please do NOT begin packing until 4 pm. Must be completely packed before moving vehicle.
- *** **ATTENTION FOOD VENDORS** *** Please do not arrive before 8:15 am.
- **FOOD VENDORS** may break down between 3 pm – 3:30 pm.
- Children must be supervised at all times.
- No pets allowed; only service animals.
- Please leave area as clean as when you arrived.
- No smoking, of any kind, allowed on the premises.

- Questions? Need Directions? Just email us – or – call 931.242.0428.

Autumn in the Country Arts and Crafts Fair Vendor Application

PLEASE PRINT * PLEASE PRINT *** PLEASE PRINT**

Vendor 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 in your booth during the day. 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 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 – unless you are a return 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

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

Mail all of the above to:

HCACG

PO Box 123

Centerville, TN 37033

of Booths _____

Amount Enclosed _____

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

Signature _____ **Date** _____

For Guild use: Received _____ **Notified** _____ **Booth #** _____

