

Fairwood Arts Festival

Fairwood Arts Festival –A festival celebrating local art, artists, music, food, and entertainment.

Sunday, September 18th, 2016 from 1pm- 5pm

Fairwood Community Park
12390 Fairwood Parkway, Bowie, MD 20720

Application deadline is Friday, August 19th, 2016

VENDOR FEES

General Art Vendor \$50 ****Early Bird**** \$75 ****Postmarked or received after July, 29, 2016****

VENDOR FEE DETAILS

- All Art Vendors will be juried by the M-NCPPC staff. No vendor fees will be processed until selected. All Art Vendors will be notified of their acceptance status by Friday, August 26, 2016 at 5pm.
- Approved vendors will receive a letter with load-in information and booth number by August 26, 2016.
- Once approved, the vendor fee is non-refundable. Festival is rain or shine.
- Payments of check or money order are to be written to "M-NCPPC". Please include with application. **Checks cannot be accepted after August 19, 2016.**

BOOTH INFO

Art Vendor: 10' x 10' space provided (provide your own table, chair, backdrop, sides, roof, etc.)

Electricity will not be provided.

IMPORTANT INFORMATION • Set-up starts at 10:00 am. All vehicles are required to be off grass or pathways, and vendor tables must be completely set-up by 12:30pm. Festival begins at 1pm.

- Tear-down starts at 5:00pm. Please do not begin tear-down until 5:00pm or you may not be approved to participate in the festival the following year.
- Alcoholic beverages, loud music, and smoking are not allowed in vendor booths.
- We ask that vendors report total sales on exit survey. **No percentage is taken**; this information is used to help evaluate the success of the event.
- Electricity will not be provided.
- ADA compatible cord/cable covers required for all foot traffic areas. Vendors must provide any required materials and are mandated to abide by all ADA requirements.
- We ask that all vendors promote their participation as a festival vendor via social media prior to and during the festival with the official hashtags of **#FairwoodArtsFest, #ArtsPGParks**.
- Only handcrafted/original or unique art and products are permitted (commercial/imported items are not permitted).

LIABILITY

M-NCPPC assumes no liabilities against physical harm, loss, theft, or damage for artwork and other belongings for the duration of the festival. Vendors must make necessary arrangement for securing personal items. Vendors will be required to provide proof of insurance or sign a hold harmless waiver on the application acknowledging acceptance of liability

PHOTOGRAPHY AND PERMISSIONS:

Acceptance as a festival vendor authorizes the M-NCCPC to photograph and reproduce in any media your image or artwork imagery for archival, educational, and publicity purposes. Unless otherwise instructed in writing, the M-NCPPC will grant credit to the Artist. Images submitted in vendor application can be used for promotional purposes by the M-NCPPC.

QUESTIONS?

Monique Midgette | Arts Program Specialist
The Maryland-National Capital Park & Planning Commission
Department of Parks & Recreation
Arts and Cultural Heritage Division
7833 Walker Drive, Second Floor
Greenbelt, Maryland 20770
P: 301.446.3242 | F: 301.446.3233
E: Monique.Midgette@pgparks.com

Fairwood Arts Festival

2016 ART VENDOR APPLICATION

Name		
Business Name (as it should appear in print material)		
Address		
City	State	Zipcode
Cell Phone	Business Phone	
Email		
Business Website		
Instagram	Twitter	
<i>Please note, M-NCPPC strongly suggests that all festival artworks be priced under \$200.</i>		

VENDOR FEES

Booth Type (Check all that apply)

- Art Vendor ☐ Fee of \$ 50 **Early Bird**
- ☐ Fee of \$75 **Postmarked or
received in office after July 29**

- | | | |
|----------------------------------|---|--------------------------------------|
| <input type="checkbox"/> Jewelry | <input type="checkbox"/> Ceramics | <input type="checkbox"/> Wood |
| <input type="checkbox"/> Crafts | <input type="checkbox"/> Metal | <input type="checkbox"/> Glass |
| <input type="checkbox"/> 2-D | <input type="checkbox"/> Fiber | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Music | <input type="checkbox"/> Other Services | |

TOTAL \$_____INCLUDED

☐ Accepts Credit Cards ☐ Accepts Checks

- ☐ I have enclosed the Vendor Fee (check or money order) made payable to "M-NCPPC"
- ☐ I have enclosed images of my work for review. If not, you can view images here: _____
- ☐ I have registered myself as a local artist with the Arts & Cultural Heritage Artist Registry, by following the link here: <http://goo.gl/forms/gq0GaeASde>
- ☐ I have a Prince George's County Business License. Please submit a copy of business license with the application.
- ☐ I do not have a Prince George's County Business License

In signing this vendor application, applicant agrees to comply with all event, federal, state, and local regulation. Applicant agrees to indemnify and hold harmless the Maryland-National Capital Park and Planning Commission from and against all actions, liability, claims, lawsuits, damages, costs or expenses of any kind which may be brought or made against the Commission or which the Commission must pay and incur by reason of or in any manner resulting from injury, loss or damage to person or property resulting from his/her negligent performance of or failure to perform any of his/her obligations under the terms of this application.

Signature: _____

Date: _____

MAIL VENDOR APPLICATION & FEE TO: M-NCPPC, Department of Parks & Recreation Arts and Cultural Heritage Division Re: Monique Midgett 7833 Walker Drive, Suite 200 Greenbelt, Maryland 20770	FESTIVAL USE ONLY: Application received: _____ Application accepted: _____ Vendor Notified: _____
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