



Springfest 2020  
May 15<sup>th</sup>, Noon to 6 pm  
May 16<sup>th</sup>, 9 am to 4 pm  
Spring Park - Heber Springs, AR

Please Print:

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

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

Description of items to be sold: \_\_\_\_\_

\_\_\_\_\_

Are you a returning Springfest Vendor? \_\_\_\_ Yes \_\_\_\_ No    If Yes, what was your booth space? \_\_\_\_\_

Need electricity:            Y        N

A signed application constitutes a contract to follow and be bound by Revive Heber Springs rules and regulations and is a commitment to participate if accepted. Violations of rules and regulations prior to, during or at the end of the show will result in loss of exhibitor space without refund. Applicant certifies that photos submitted accurately depict applicant's materials. Applicant certifies that photos submitted are the product of the applicant. Applicant will not be considered if: this form is incomplete, unsigned or received without correct fee and pictures. By signing this application, vendor agrees that if accepted this application represents the entire agreement between parties with respect to the subject matter, terms and conditions herein. I have read the above regulations for the Heber Springs Springfest, and I agree to abide by all of them with no exceptions, and do hereby contract space, if accepted for the 2020 festival. **All Fees are non-refundable.**

Arts and Crafts:            Number of Booths \_\_\_\_\_ x \$50.00 = \_\_\_\_\_

Non-Profit Organization:    Number of Booths \_\_\_\_\_ x \$35.00 = \_\_\_\_\_

Mail to: Revive Heber Springs            103 S. 3<sup>rd</sup> St    Heber Springs, AR 72543

Email: [revivehebersprings@gmail.com](mailto:revivehebersprings@gmail.com)

FB page: <https://www.facebook.com/hsspringfest>

Make checks payable to: HS Chamber Foundation with Revive HS on the memo line

Date: \_\_\_\_\_ Vendor Signature: \_\_\_\_\_

## Rules and Regulations:

1. Exhibitors must furnish their own tent, tables, chairs, extension cords, etc.
2. All displays should be designed and constructed in good taste.
3. Booth spaces are 10' deep by 12' across with minimal footage available for storage. If an exhibitor needs more than the space allotted, two booth spaces must be purchased.
4. Exhibitors must bring enough stock for the entire show. Booth must be open Friday from noon to 6 p.m. and Saturday from 9 a.m. to 4 p.m.
5. Exhibitors must check-in between 8 a.m. – 11 a.m. on Friday May 15<sup>th</sup>, 2020
6. Exhibitors are responsible for collecting, reporting, and paying all sales taxes collected to the appropriate revenue department. Forms and information will be provided in the check-in packet and will be picked up at the end of each day.
7. Vendors may not sublet booths.
8. Only pre-packaged food can be sold in the Springfest Market area. Any food made on the premises must apply to the Heber Springs Area Chamber of Commerce for a concession application.
9. If you sell pre-packaged food items, you must provide a copy of your Proof of Liability Insurance, once accepted, naming Heber Springs Springfest and Revive Heber Springs as additional insured on the Policy.
10. Vehicles and storage trailers are not allowed to be used as a booth or in your booth.
11. All crafter/vendors vehicles and trailers must be moved to the vendor parking area from Friday noon to Saturday at 4 p.m.
12. No refunds will be given due to inclement weather. Rain or shine the festival will go on as planned and exhibitors are required to be present for the entire festival. If a decision is made regarding the festival based on weather, exhibitors will be notified accordingly in a timely manner.
13. Nominal security will be provided after hours. Heber Springs Springfest and Revive Heber Springs will not be held responsible in any way for loss or damage to a participants' property. Each exhibitor will be responsible for securing their booth.
14. Heber Springs Springfest and Heber Springs Revive are expressly released from any loss, injury or damage to persons or property
15. Exhibitors are responsible for keeping their assigned area clean and orderly.
16. Active solicitation outside assigned booth is prohibited.
17. The festival official closes at 4 p.m. on Saturday. Vendors shall not remove merchandise prior to the established closing time. Anyone leaving prior to closing will not be considered for participation in future festivals.
18. The Heber Springs Springfest Committee or Heber Springs Revive shall decide at any time before or during Springfest whether an item or product can be sold at a booth or on the premises. This decision might happen if considered objectionable to the public, inappropriate for a family event or if the items are not listed on the application. Please list every item to be sold. Items cannot be added after acceptance.
19. If a Springfest official informs a vendor that an item or product cannot be sold, the item must immediately be removed from the booth or exhibit area and from the Springfest premises. Failure to do so could result in the removal of the vendor and loss of the booth space.
20. A signed application constitutes a contract to follow all rules and regulations and is a commitment to participate, if accepted.

*Any violation of the rule and regulation in the packet at any time may result in the loss of exhibit space for the duration of the show without refund and the exhibitor may be excluded from future Springfests.*

### Application Process:

1. A signed application is a commitment to participate personally, if accepted.
2. Complete and sign the Heber Spring Springfest application. Choose the appropriate category whether handmade (Arts and Crafts) or Non-Profit Organization.
3. Applications must be accompanied by payment and photos of items or products to be sold.
4. Submit proper payment in the form of check or money order. Applications will not be accepted and your space will not be reserved without payment. Deadline for application/payment is May 1<sup>st</sup>. Booth fee is \$50.00 for 12' x 10' space. If renting more than one space electricity must be paid for in all spaces.
5. In the event a check is returned due to insufficient funds, we will make every effort to contact you before the check will be re-deposited and the applicant will be assessed a \$25.00 returned check fee. This fee must be paid before festival check-in. If check is returned for a second time, artist will void festival eligibility.
6. Photos may be individual or pasted onto a page and printed out to be included with the application. Please include a minimum of three (3) to five (5) images of products or items for sale. More than one product can be included in an image. All products must be fully visible in an image.
7. Photos must be submitted, even if the applicant is a previous vendor.
8. If a vendor fails to comply with any rules or regulations, they will be dismissed from the festival and all future festivals.