



COMMUNITY/NON-PROFIT

OCTOBER 6-7, 2023

Registration Fee:	<u>NON-PROFIT / SPONSOR</u>	<u>ADVERTISING BUSINESS</u>
	\$0 per booth (no power) \$25 with power	POWER NOT AVAIL

Registration Deadline: Payment/Application will not be accepted after September 23, 2023

Set Up Info: Community / Non-Profit Booths will set up between 8-8:30 am on Saturday, October 7. You will not be able to drive your vehicles in the gate. You should park near Oak/Washington Street and enter at that gate with your items. Additional set up information will be provided approx. 3 to 4 days prior to your set up date with your assigned time and location by Melissa Compton (vendor chairperson).

Tear Down Info: Earliest time for tear down is AFTER 6 p.m. on Saturday, Night, October 7th. PLEASE NOTE: You will be responsible for hauling your items (along with your trash) out of the festival area via dollies, wagons, etc. as no vehicles will be allowed in the festival area while guests are walking around.
ZERO EXCEPTIONS!

Booth Space Info: Booth Space of 10' x 10'

Tents, Tables, Chairs, Dollies, wagons, etc. is to be provided by registrant (you). We have several events going on at the same time on Saturday morning around your set-up area. Our 5/10K will start at Oak/Washington Street at 7:35am. Awards for that race will be at the same location at 9am. The El Dorado Schools stage performances also start about 9am on Main Street.

We realize there will be a little congestion with foot traffic at your set-up time. Please have patience and know that everyone is going through the same thing. Because of the race and safety reasons, you are not allowed to drive inside the gate to drop-off or unload you items. Thank you for understanding.

General Information:

Non-Profit Booths are not to sell any type of merchandise or product at their location!

ZERO EXCEPTIONS!

Community/Non-Profit Applicants must include a copy of your 501c3 letter & number. If this information is not submitted your application will not be processed.

Booth locations and set up times will be assigned approximately 3 to 4 days before the actual event. You will be notified as soon as we have those details worked out with our logistics coordinator. The Office Staff of Main Street El Dorado will not have this information - only the Vendor Coordinator will (Melissa C.)

When you leave (at the end of the festival) your space should be as clean as when you set up.

MusicFest 2023 will be a ticketed event. Admission is free until 3pm on Saturday, Oct 7. All of your workers for your booth should be inside the gate before 3pm, or a ticket purchase will be required.

All questions regarding entry should be asked to Melissa ahead of time and not the day-of.

ALL question/comments/concerns concerning your application should be directed to the Main Street El Dorado Vendor Coordinator: **Melissa Compton**

Melissa can be reached by E-Mail at
or by phone

hello@melissacompton.co
870-677-2600

Please keep in mind that **Melissa** is a volunteer for Main Street El Dorado and isn't always able to answer phone calls during the work day. Please leave a message, text or email **Melissa** and she will get back with you as soon as she can.

Entry in the Festival constitutes an automatic waiver of any claim for damages, loss against the sponsor, any employee, volunteer, or representative there of. Both parties agree that in the event of rain or other circumstances beyond the control of man, a refund will not be given.

Please be sure to add **hello@melissacompton.co** to your contact list.
E-Mail correspondence will be used to notify you of additional information needed for your application, of set up times, of booth space locations & etc.



COMMUNITY/NON-PROFIT APPLICATION

Your Name: _____

Organization Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Number: _____

E-Mail Address: _____

Please be sure to include a copy of your non-profit status letter or your 501c3 letter and number with this application. If this information is not submitted your application will not be processed.

ITEM(S) REQUESTED	PRICE	QUANTITY NEEDED
10x10 Space X With Power	\$ 75.00	Not Available
10x10 Space - No Power	\$ -	
\$\$ TOTAL AMOUNT DUE\$\$		

Community/Non-Profit booths are not to sell any type of merchandise or product at their location! Please list the type of items you will be giving away at your location

- 1 _____
- 2 _____
- 3 _____

Entry in the exhibit constitutes an automatic waiver of any claim for damages, loss against the sponsor, any employee, volunteer, or representative thereof. Both parties agree that in the event of rain or other circumstances beyond the control of man, a refund will not be given.

Signature: _____

PAYMENT: MAKE CHECKS PAYABLE TO MAIN STREET EL DORADO

MAIL REGISTRATION FORM ALONG WITH PAYMENT TO:

**Melissa Compton
449 W Main Street
El Dorado, AR 71730**