



VENDOR INFORMATION

OCTOBER 6-7, 2023

Registration Fee: \$75 Per Booth (with power) \$50 Per Booth (no power)
Your location will be assigned on first come basis.
There will only be 16 booths available this year.


Registration Deadline: Payment/Application will not be accepted after September 23, 2022

Set Up Info: This is a two day event. Booths will be set up the morning of October 6th. You will be contacted about 3 to 4 days prior to your set up date with your assigned time and location.

Tear Down Info: Again, this is a two day event. Earliest time for tear down is AFTER 8 p.m. on Saturday, Night, October 7th. PLEASE NOTE: That if you choose to tear down before the festival is over (estimating around 11 p.m.) you will be responsible for hauling your items (& 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'

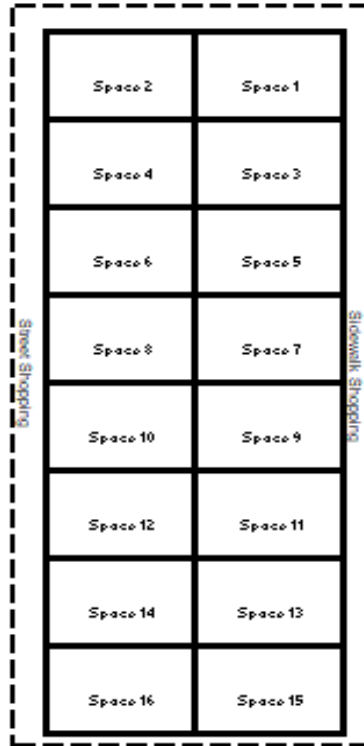
MSE (Main Street El Dorado) will be providing your "tent" this year. The picture below is not the exact layout (location or size) we will have for MusicFest, but will give you an idea of the type of "tent" that we will be providing for you.



Vendors will be placed back to back - so shelving or a backdrop maybe use to help break up vendor spaces and displays.
Tables, Chairs, Extension Cords, Tape (tape is to tape down cords), Dollies & etc. is to be provided by registrant (you).

Booth Space Info Con't:

The diagram below shows a tentative layout of how booth spaces will be laid out. Odd number booths will have shoppers shopping from the sidewalk. Even number booths will have shoppers shopping from street.



General Information:

This will be strictly cash only festival (you can accept credit cards at your booth if you choose). The festival will not provide change for you. Please bring enough to last all weekend. ATM's will be on site for customers.

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.

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

If you request power - A power panel will be provided. It is your responsibility to get to it (provide the extension cords and tape). It is your responsibility to tape your cords down to avoid trip hazards!

It is likely that we will have parking available for one vehicle per vendor close to the festival area. This IS NOT guaranteed, so be prepared with dollies, wagons, & etc.

MusicFest 2023 is a ticketed event. With your booth rental you will receive 2 free entry passes for Friday only. Admission to the festival on Saturday is free until 3pm so your workers will be to be in the gate before then. Any additional persons working your booth will need to purchase an event ticket to gain entry into the festival area.

General Information Con't:

**YOU MAY NOT SELL DRINKS OR FOOD OF ANY KIND!!
JAMS, JELLIES, DIPS, CANNED/JAR ITEMS ARE WELCOMED.**

ALL ITEMS MUST BE PRE-APPROVED BY MAIN STREET EL DORADO VENDOR COORDINATOR. Please include detailed photos of the items you plan to sell. If for any reason the Main Street El Dorado Vendor Coordinator sees a problem with something you are selling, you may be asked not to see that item. If you do not cease to sell, you might be asked to leave the festival area immediately, with no refund.

You must provide your Tax ID information with this registration or your registration will not be considered. You are responsible for paying your tax \$ directly to the State (Main Street El Dorado will not be responsible).

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

Melissa can be reached by E-Mail

hello@melissacompton.co

Phone:

870-677-2600

Please keep in mind that Melissa 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 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.



VENDOR APPLICATION

Your Name: _____

Business Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Number: _____

E-Mail Address: _____

Tax ID #: _____

ITEM(S) REQUESTED	PRICE	QUANTITY NEEDED
10x10 Space - With Power	\$ 75.00	
10x10 Space - No Power	\$ 50.00	
8 ft. Table (limited quantity)	\$10.00 ea	
\$\$ TOTAL AMOUNT DUE\$\$		

Types of items that will be sold at your booth:

- 1 _____
- 2 _____
- 3 _____
- 4 _____

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If you do not cease to sell, you might be asked to leave the festival area immediately, with no refund.

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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