



# CARYTOWN FOOD AND WINE FESTIVAL

## Vendor Application

Event: Carytown Food and Wine Festival  
Date: October 4, 2009  
Hours: 12pm – 6pm  
Place: Carytown, W. Cary Street, Richmond, VA  
Crowd Est.: 5,000+

### ARTS & CRAFTS / PROFESSIONAL SERVICES

Spaces are 10x10, Vendors may supply their own tents and tables.

Cost: Arts & Crafts                \$250.00

Professional Services            \$500.00

*Applications will be accepted on a first received/first paid basis.*

### General Information

- All vendors must be at least 18 years of age.
- Vendors are responsible for the collection of sales tax and meeting all local license and permit requirements. Please call with any questions.
- Set-up time – Sunday starts at 9am until 11am. After 11am all vehicles must leave the festival area and will not be allowed back in until breakdown time starting at 6pm. No exceptions.
- Tent packages are available to be rented for the cost of \$250.00. These include (1) 10x10 tent, (2) 6' tables and (2) chairs. This fee is in addition to the vendor fee.
- Any additional space needed will be billed at the same rates as listed above.
- Load In information will be mailed or emailed (preferably) one week before the event.
- All fees must be paid in full with application. (No deposits will be accepted)
- Information and questions can be directed to Micki Long 804.304.6870 or [micki@threeoneoneproductions.com](mailto:micki@threeoneoneproductions.com)

**DEADLINES: ARTS & CRAFTS/PROFESSIONAL SERVICES APPLICATIONS WILL BE ACCEPTED ON A FIRST COME BASIS. ONCE A CATEGORY IS FILLED, IT WILL BE CLOSED.**

**Please Check One: \_\_\_ New Vendor \_\_\_ Returning Vendor (last here in Year \_\_\_\_\_ )**

NAME OF BUSINESS: \_\_\_\_\_

NAME OF CONCESSION IF DIFFERENT: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ FED ID# \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_ Health Permit #: \_\_\_\_\_

PHONE: (     ) \_\_\_\_\_ CELL: (     ) \_\_\_\_\_

EMAIL: \_\_\_\_\_ FAX: (     ) \_\_\_\_\_

*PRODUCTS: (Please list all items that you would like to sell or display. Contract space will be assigned based on this list. Once a contract is signed, you may not display or sell additional items without prior written consent. Violations may mean cancellation of contract and forfeiture of rental money. Please attach an additional page if necessary.)*

Electric is not available – will you be using a generator? Yes                      No

Tent Package   (\$250.00 extra)                                      Yes                      No

Total amount due: \_\_\_\_\_

The Carytown Food and Wine Festival will be held rain or shine. No refunds for any reason. The Carytown Food and Wine Festival/Carytown Inc. and its sponsors are not responsible for any loss or damage to persons or property. Carytown Inc. and The Richmond City Police Dept. reserve the right to remove any individual from the Festival area for any reason. This may result in the loss of vendor fees and/or legal action being taken against the individual and/or their employer. The undersigned agrees to, understands and accepts the above conditions.

**Signature of Applicant** \_\_\_\_\_ **Date** \_\_\_\_\_

**Make Checks payable to: The Food & Wine Festival c/o Carytown Inc.**

**Mail to: The Food & Wine Festival, 3126 W. Cary Street #715, Richmond, Va 23221**