



Top of The Lake Art Fest

February 6th & 7th, 2021

AGREEMENT AND REGISTRATION FOR EXHIBITORS & NON-PROFIT PARTICIPANTS

Separate Form for Juried and Non-Juried Artists

All applications are due by January 29, 2021

Fees for the event:

Food Vendors- \$125.00 | Non-Art /Informational Booth - \$75.00 + Tax | Non-Profit Vendor - \$50.00 + Tax | 501(c)3 Non-Profit - \$50.00
Fine Artists and Fine Art Crafters must fill out official Top of the Lake Artist Entry Forms. Do not use this form.

All applicants must be approved by the Top of the Lake Art Fest Committee - Decisions are final.

Please refer to Page 2 for additional information regarding our protocols being set up to follow CDC health guidelines.

- Top of the Lake Art Fest Hours: 2/6/(Sat.) 10 am - 5 pm & 2/7 (Sun.) 10 am - 3 pm. You must stay throughout the entire festival.
- All fees must be paid when application is returned. Out of town vendors must submit payment via money order or cashier checks.
- Vendors will be notified of their location in the parks approximately a week before the event. Please ensure that we have a valid e-mail address for notification.
- Dumpsters are provided for your convenience. You are responsible for ensuring your space is cleaned when you are ready to leave. Please do not dump any grease or chemicals on the ground or in the dumpster. You must provide your own disposal of these items.
- Applications are taken on a first come- first served basis. Do NOT assume you will have the same booth space each year. Buddy space reservations (requests to be next to your friend) handled on a first come- first serve basis.
- Outside booth dimensions are a maximum of 10'x10'. If additional space is needed the booth fee will be increased per 10'x10' space minimum. If you should require additional space, please give notice in advance. This is to make sure all vendors have space provided that have paid for one (1) 10 X 10. Additional charge per footage for over a 10 X 10 space. Set-up time begins Friday, Feb 5 after 3 pm and take-down on Sunday, Feb. 7 after 3 pm.
- Prepare your booth for outdoor exhibition for setup in both grassy area and on the street.** Make sure you tent will be safely secured on either surface. Pets are allowed - Leash law enforced.
- There is limited parking in the festival areas. Any street side parking is to be left for those patrons attending the festival.** Festival vendors will park their vehicles on side streets adjacent to the park. There is no vehicle/trailer parking allowed in the parks or on streets marked with barricades during festival show times. Vehicles will be towed at the expense of the owner if parked on barricaded streets.
- No large vehicles (trucks, motor homes, trailers) are allowed in the park. You may pull into the park to set up and take down and accessible areas are delineated. You must be out of the park and non-parking areas before the festival begin. There is no overnight camping available at the festival venue, you must make other arrangements for that.
- Collection and payment of all sales tax is the responsibility of the vendor.
- All display materials shall be suitable for a family-oriented festival. The Okeechobee Main Street Arts and Cultural Committee has the right to remove decorations or products that are deemed unsuitable or unsafe.
- ENTRY FEES ARE NON-REFUNDABLE.

In registering for the Top of the Lake Art Fest as a vendor, exhibitor or Non-Profit Participant, I accept and agree to abide by the rules and regulations listed above. I also release and forever discharge to Okeechobee Main Street Inc., the City of Okeechobee/R.E. Hamrick Testamentary Trust, their affiliations, officers, members, sponsors and employees from any responsibility, personal liability, loss claims or damage arising out of or in connection with the Top of the Lake Art Fest Further, I hereby grant full permission to the event organizers and/or other agents authorized by them to use photographs, videotapes, recordings, or other records of this event for legitimate reasons.

Print Name _____

Signature _____

Date _____

Name of Company or Group: _____

Mailing Address: _____

City _____ State _____ Zip _____

Phone Number(s) _____ Fax: _____

Email address (please print clearly): _____

List of items vending: _____

Please mail or drop off form and fee to our NEW ADDRESS:

Okeechobee Main Street, Inc. - 111 NE 2nd Street, Okeechobee, FL 34972
Call: 863-357-6246 with questions or Email: info@okeechobeemainstreet.org

Check whichever may apply:

- Food Vendor \$125 Non-Art /Information [\$80.25] \$75+Sales Tax \$5.25 Not for-Profit Vendor [\$53.50] \$50 + Sales Tax \$3.50
 501(c)3 _____ Arts/Crafts/Other [50.00] Other/Larger Booth - Please get quote from OKMS \$ _____

For OKMS Use Only: Payment Received By: _____ Date _____ Amount _____



2021 Top of the Lake Art Fest ADDRESSING COVID-19 CONCERNS

Okeechobee County has reported fairly low numbers of Covid -19 cases in comparison to other counties in Florida, however we plan to make sure the Top of the Lake Art Fest is a safe event and want you to feel comfortable participating. You can Google “Okeechobee County, Florida Covid-19 cases” and you will be directed to the latest statistics.

The Top of the Lake Art Fest takes place in spacious Flagler Park. This is an outdoor event and is planned with the safety of both exhibitors and the attending public as the top priority. The safety plan approved by Okeechobee County for this event adheres closely to CDC guidelines, and includes a number of key components including:

- The doubling in size of the event layout to permit 10+ ft. spacing between booths.
- The requirement that all exhibitors be masked while attendees are in and around the exhibitor’s tent; have hand sanitizer on hand to augment the sanitizing stations provided by the event; and recommend social distancing within and around the tent area.
- Signs at the event will recommend that all attendees be masked and adhere to social distancing.

What happens if we have to reschedule or cancel the Top of the Lake Art Fest.

We will offer booth fee credits or refunds if the Art Fest is canceled due to any updated CDC guidelines.

If we need to cancel or reschedule the Art Fest due to COVID-19, you will have 2 options:

- (1) Booth fee will be credited and can be used if we reschedule for later date in 2021.
- (2) Booth fee will be refunded.

During the COVID-19 Pandemic, as soon as we know that this event will need to be canceled or changed, we will immediately notify exhibitors and continue to keep in close communication.

The safety of our exhibitors, staff and patrons is our number one priority.

If you have any concerns or questions, please contact us.



Arts & Culture Alliance Event

Questions?
Call Okeechobee Main Street Office at 863.357.6246
or email - info@okeechobeemainstreet.org