



Top of The Lake Art Fest

February 10th & 11th, 2018

AGREEMENT AND REGISTRATION FOR EXHIBITORS & NON-PROFIT PARTICIPANTS

Separate Form for Juried and Non-Juried Artists

All applications are due by February 5, 2018

Fees for the event:

Food Vendors- \$125.00 Non-Art /Informational Booth - \$75.00 Non-Profit Vendor - \$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.

1. Top of the Lake Art Fest Hours: **2/10/2018 (Sat.) 9 am - 5 pm. & 2/11/2018 (Sun.) 9 am - 3 pm.** You must stay throughout the entire festival.
2. All fees must be paid when application is returned. Out of town vendors must submit payment via money order or cashier checks.
3. 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.
4. 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.
5. 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.
6. 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 9, 2018 after 3 pm and take-down on Sunday, Feb. 11, 2018 after 3 pm.
7. **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.
8. **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.
9. 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.
10. Collection and payment of all sales tax is the responsibility of the vendor.
11. 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.
12. 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:

Okeechobee Main Street, Inc. - 55 South Parrott Avenue, Okeechobee, FL 34972

Call: 863-357-6246 with questions or Email: info@okeechobeemainstreet.org

Check whichever may apply:

Non-Art /Information \$75. Food Vendor \$125. Non-Profit Vendor \$50.

Other/Larger Booth - Please get quote from OKMS \$ _____

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

Payment Method: Cash _____ Check# _____ Credit Card _____