

**2018 TOWN OF UNICOI**

**Wayne Scott**

**STRAWBERRY FESTIVAL  
APPLICATION**

**16th  
Annual**



**MAY 19, 2018**

**9AM – 5PM**

**Sponsored by the Town of Unicoi  
(423) 735-0517                      (423) 735-0317**

**[sjennings@unicoitn.net](mailto:sjennings@unicoitn.net)**



# 2018 TOWN OF UNICOI WAYNE SCOTT STRAWBERRY FESTIVAL



## General Information

The Town of Unicoi Strawberry Festival is a celebration and presentation of the unique heritage, foods, crafts and culture of the southern Appalachian region. The festival is coordinated and sponsored by the Town of Unicoi and is held on the field at the Unicoi Elementary School (404 Massachusetts Avenue Unicoi, Tennessee). The Festival will be held on **SATURDAY, MAY 19, 2018 FROM 9AM – 5PM**. Food for all tastes, musical entertainment, special events, and quality arts and crafts blend to create an exceptional atmosphere for artists to exhibit and sell their work.

## Booth spaces

Booth spaces are earmarked for handmade craft vendors and non-profit food vendors only. Commercial vendors will not be permitted. Each booth is 12' wide and 12' deep. Each space will be marked with a numbered orange flag representing the front of the booth. It is important that these boundaries be observed to respect neighbors' rental spaces. Our office will contact you via email or telephone only if your application has been rejected. To determine your booth number please refer to the Town of Unicoi Facebook page or Website the week of the event.

## Rules and Regulations

1. Any vendor not abiding by the Town of Unicoi Strawberry Festival Rules and Regulations may be asked to leave the Festival grounds and will forfeit his or her space and booth fee.
2. Festival hours are **9 a.m. to 5 p.m.** Your signature on this application confirms your participation and agreement to adhere to festival rules & regulations. You may set-up from 7am to 9am. If you need to set-up earlier than 7am, ***please contact Sarah Jennings (sjennings@unicoitn.net) to make arrangements.***
3. The festival is advertised until 5 p.m. To maintain the integrity of the festival, we require all vendors to maintain their booths until 5 p.m. No cars will be permitted on the field until 5 p.m.
4. All exhibitors must provide their own tents, shelving, tables, and chairs. The area around the booth space must be kept free of litter. Vendors must apply through the Town of Unicoi for electricity and supply their own 12 gauge cords. Electricity spaces are limited.
5. Vendors may need to collect and submit Tennessee State Sales Tax. The State of Tennessee Department of Revenue will provide, please contact: Kim Berry, TIA Tax Enforcement Division at (423) 854-5364 sales tax forms for collection. {If Applicable}.
6. All vendors must staff their own booths.
7. **Please keep track clear at all times.**
8. No jumping jacks or fireworks of any kind; Chinese throwing stars; blow dart guns; weapons or toys imitating weapons or like products are allowed within Festival grounds.
9. Specific space requests may be made on the application, but are not guaranteed. Every effort will be made to accommodate the request. The Town of Unicoi reserves the right to move vendors as needed.
10. The booth must contain the items listed on the attached application. You are not allowed to sell your booth to another vendor and/or organization, nor are you allowed to give your booth to another vendor and/or organization. If you cannot occupy your booth, the booth reverts back to the Town of Unicoi for disposition.
11. Cancellations made before **May 1** are eligible for a refund, less a \$10 administrative fee. **No** refunds will be given after **May 1**.
12. The festival will be held rain or shine. No refunds are given for inclement weather. Additionally, no refunds will be given for any natural disaster, such as, but not limited to tornadoes or flooding, that occur or other uncontrollable circumstances that would require festival cancellation.

2018 TOWN OF UNICOI STRAWBERRY FESTIVAL

MAY 19, 2018

9AM - 5PM

Vendor Application

For Official Use Only

Booth #: \_\_\_\_\_

Receipt # \_\_\_\_\_

Amount: \_\_\_\_\_

Company: \_\_\_\_\_ Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Description of Product/Food: Please list all items planned for sale

\_\_\_\_\_

Please any specific booth requests (requests are not guaranteed, but we will do everything we can to accomodate the request):

\_\_\_\_\_

<u>Craft Vendor</u>	
<i>Reserved for handmade crafts only</i>	
Booth Space(s) _____	\$ 30
Electricity Space _____	\$15
<i>Heavy duty 12 gauge electrical/extension cords <u>not</u> provided</i>	
Total: \$ _____	

<u>Food Vendor</u>	
<i>Reserved for Non-profit organizations only</i>	
Food Space(s) _____	\$20
Size of Trailer (including tongue) _____	
Electricity Space(s) _____	\$15
<i>Heavy duty 12 gauge electrical/extension cords <u>not</u> provided</i>	
Total: \$ _____	

**\*All Vendor Spaces are 12 ft. wide x 12 ft. deep\***

The Town of Unicoi is the organizer of the event and reserves the right to refuse any vendor from participating in the festival.

**Our office will contact you via email or telephone only if your application has been rejected.**

To determine your booth number please refer to the Town of Unicoi Facebook page or Website the week of the event.

By signing on the line below, you agree that you: 1) have read and understand the application process and agree to follow all of the festival rules and regulations; 2) that the description of your product is a fair representation of your product.

**SEND PAYMENT WITH APPLICATION {Cash, Check or Money Order}**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\*Town of Unicoi\* P.O. Box 39\* Unicoi, TN 37692\*

Director of Parks and Recreation & Public Relations

Sarah Jennings

(423) 735.0317, (423) 735-0517, or [sjennings@unicoitn.net](mailto:sjennings@unicoitn.net)

[www.unicoitn.net](http://www.unicoitn.net)

[www.facebook.com/townofunicoitn](http://www.facebook.com/townofunicoitn)