Middletown Recreation Council's May Festival 2012
Celebrating Earth Day and featuring The Great Middletown Scavenger Hunt!

Exhibitor Application (please print legibly or type)

Name_____
Address_____
City_____State_____Zip_____
Phone_____
Secondary Phone_____
Email_____
Website (if applicable) _____

YES, I am a Green vendor ____.

( ) Authorization to give our contact information to interested customers

Artist/Crafter
Media

( ) Ceramics	( ) Jewelry	( ) Photography
( ) Digital Art	( ) Leather	( ) Printmaking
( ) Drawing/Pastels	( ) Metal	( ) Sculpture
( ) Fiber	( ) Mixed Media 2D	( ) Watercolor
( ) Wearable Fiber	( ) Mixed Media 3D	( ) Wood
( ) Glass	( ) Painting	( ) Other

Description of Other: _ _____

Name of Business_____

Description of Service_____

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Exhibitor Release Agreement

I have read the information contained in this application and hereby agree to all conditions outlined for the 2012 Middletown Recreation Council's (MRC) May Festival. I agree to hold the Frederick County Commissioners, Frederick county Parks and Recreation, MRC and the Town of Middletown harmless from all claims of injury, damage, or loss including theft or negligence to myself, or any of my agents or employees. I further agree that I am responsible for all injury, damage, negligence or loss to myself or any of my agents or employees and will not hold Frederick county Commissioners, Frederick County Parks and Recreation, MRC and the town of Middletown accountable. I understand that the MRC reserves the right to reject any application that does not comply with conditions stated in this application. If accepted, I agree my name may be used by the MRC for promotional and/or publicity purposes in print, advertising, publications, etc. The undersigned will not be paid for stated promotional use.

Signature_____Date_____

CALL FOR EXHIBITORS 2012

Middletown Recreation Council (MRC) is proud to host May Festival. Join us on **Saturday May 19, 2012** for a fabulous day of festivities!

MRC's May Festival is held at the Middletown Community Park at 7628 Coblentz Rd. The park is a 79-acre County owned park located between the Middletown School Campus and the Foxfield development.

We are inviting both local crafters and local home based business consultants to join us in our May Festival.

FESTIVAL DATE

May 19, 2012

10:00 am to 5:00pm

EXHIBITOR INFORMATION

Booths will be assigned by MRC on a first come first serve basis.

Set-Up time can be any time from 7:am to 9:30 am.

Teardown time: 5:00pm.

Parking is available at the park but is not close to the booth sites – exhibitor may wish to bring wagon, dollies or carts to help transport materials. Please indicate if you are in need of a handicap space so we may accommodate your needs.

GUIDELINES

1. MRC's May Festival is open to all artists, crafters, and home-based business consultants 18 years of age and older. Somebody must be present in the booth at all times.

2. For Artists and Crafters – work must be original art and must be for sale.

3. For Home Based Businesses – we will only be allowing one consultant per business group/company name.

4. Exhibitors must provide their own tents. Displays are restricted to the booth space assigned. All booth furnishings: tables, chairs, display walls, credit card machines, etc… must be provided by the vendor.

5. Water is available. Exhibitors must provide their own containers.

6. Exhibitors who will have food samples or sales MUST obtain a food permit from Frederick County and MUST adhere to health department guidelines. If in doubt about needing a permit, please contact the Frederick County Health Department.

7. No helium tanks under covered spaces.

8. Exhibitors are responsible for collecting and paying their sales tax. There is not a guarantee a profit will be made.

9. It is MRC's exclusive right and responsibility to remove work (or an entire booth) that is not in compliance with our guidelines. The Council reserves the right to remove an exhibitor from the Celebration for inappropriate behavior or circumstance detrimental to a public event without refund.

10. Exhibitor agrees to remove all trash, debris, etc…from exhibit space upon teardown.

EXHIBIT SPACE

Exhibitor will display their work in an outdoor setting in designated sites. The booth fee is due with application. See "Fees and Acceptance" for cancellation and refund information.

All exhibit areas are 10' x 10'. Upon request a 10' x 20' area will be available. The surface is grass.

Access to electricity is **NOT** available and generators will NOT be allowed.

APPLICATION PROCESS

1. Please complete and sign both pages of the application.

2. Enclose a check (made out to Middletown Rec Council) for the booth fee and return both forms.

3. Mail to:
Middletown Recreation Council
ATTN: Pam Dietrick
P.O. Box 234.
Middletown, MD 21769

FEES AND ACCEPTANCE
Non-Refundable
Exhibit space (10' x 10'): $40.00
(10' X 20'): $70.00
Non-profit fee (10'X10"): $25.00

QUESTIONS

Contact Pam Dietrick
Email: pam.dietrick@gmail.com
Phone: 240-490-7745

IMPORTANT DATES

May Festival: May 19, 2012

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I have read, understand and agree to all of the above.

_____
Signature

_____
Date

MRC
MIDDLETOWN
RECREATION COUNCIL