



2018 DAFFODIL FESTIVAL NON-PROFIT VENDOR INFORMATION

Please review all instructions when completing this form. All information must be complete in order for your application to be processed. All payments are deposited upon receipt.

All information will be communicated via email. Add klegg@gloucesterva.info to your address book so you don't miss anything!

1. Complete and SIGN Vendor Application form
2. Application fee: \$100 per booth space (10x10). **A \$25 late fee will be charged for any application received after January 19, 2018.** There are two ways to pay your fee:
 - Check or Money Order (**payable to Gloucester County**) mailed with your application
 - Credit Card – pay AND fill out the application online – NEW!

IMPORTANT NOTES:

All Non-Profit Organizations must have a valid Tax ID Number.

We will do our best to honor space requests, but cannot promise you will have the same space you had previously. The grounds of the Daffodil Festival continue to change due to handicap accessibility upgrades, so some spaces may not be available.

Due to the traffic flow during set up and take down, we cannot accommodate buildings or modular pieces. No trailers or mobile homes will be allowed.

The 2018 Daffodil Festival is Saturday, March 24, 9:00 am-5:00 pm and Sunday, March 25, 12:00 pm-5:00 pm. **Attendance on both days is mandatory**, and your booth must be set up before 8:30 am Saturday and 11:00 am Sunday. **Packing up before 5:00 pm is strictly prohibited.**

Power and water hook-ups are NOT available and generators are not permitted. Spaces are 10'x10' and your displays must fit in assigned space.

The deadline for applications is January 19, 2018 (postmarked). Applications received after this date will be charged a \$25 late fee.

Applications can be mailed or dropped off:

Mail

Daffodil Festival
PO Box 329
Gloucester, VA 23061

Drop Off

Parks, Recreation & Tourism
6489 Main Street, Suite 303
Gloucester, VA 23061



2018 Daffodil Festival Non-Profit Vendor Application

Organization Name: _____

Non-Profit Tax ID Number: _____

Your Name: _____

Mailing Address: _____

City: _____ State/Zip: _____

Phone (Day): _____ (Evening): _____

Email Address: _____

SET UP TIME: (pick one) Friday, 5:30-8:00 pm Saturday, 5:30-8:30 am

BOOTH SIZE & FEE: (pick one) Single Space (10'x10') **\$100** Double Space (10'x20') **\$200**

Please write one sentence about your organization for promotional purposes:

List activities at your booth and/or any items to be sold or given away:

Other info or requests: _____

- **Soliciting or distribution of materials outside of assigned booth space is prohibited.**
- "Daffodil Festival" is copyrighted and may not be included on any item. Shirts depicting daffodils (free or for sale) are prohibited.
- There are no refunds due to weather. Refunds are only given in the case of a medical emergency. Requests must be accompanied by proof and will be assessed a \$25 processing fee.
- Marshmallow shooters are prohibited.
- **Vendors MUST stay within assigned booth space.** If more space is needed, it is the vendor's responsibility to purchase a larger space.
- Tents, power and water are NOT provided by the Festival. Generators are not permitted.
- Attendance on both days is mandatory and booth breakdown may not occur before 5:00 pm.

I understand that failure to comply by the policies outlined above can result in removal from the Daffodil Festival, forfeiture of application fee and I may not be invited back to future festivals.

Applicant's Signature

Date