



Maine Lobster Festival August 3-August 7, 2011 Harbor Park Rockland, Maine
www.maine lobster festival.com

Art Exhibitor:

Please find enclosed the 2011 'Exhibiting Artist' Vendor Contract. Please read through the contract, sign, and date where indicated. You are asked to submit four images of your artwork that you intend to sell. Images may be submitted electronically by e-mail to camdenpottery@roadrunner.com, actual photographs of work, or provide us with your web site address. We ask you to also include proof of insurance, a valid Maine Revenue Service Sales Tax Registration Number, and a deposit of \$60.00. Applications, actual artwork images, and proof of insurance are to be mailed to:

**Maine Lobster Festival Fine Art Tent
Su Johnson
53 Lake Ave.
Rockland, Maine 04841**

You will be notified by mail or e-mail of your acceptance to the Fine Art Tent after reviewing your application and images. If you have previously exhibited with us and your images are on file, you may opt to not send images.

The festival opens on Wednesday, August 3rd at noon. You must be set up and ready for the public by this time. Wednesday is opening day for the festival and is fondly referred to as 'Hometown Day' with open gate admission. Be ready on that day for heavy traffic. There is time on Tuesday to set up your display if you choose.

Questions you may have can be answered by contacting Su Johnson at 207.594.4942 or e-mailing to camdenpottery@roadrunner.com

**Sincerely,
Su Johnson
Maine Lobster Festival Fine Art Tent**

2011 MAINE LOBSTER FESTIVAL VENDOR CONTRACT FOR EXHIBITING ARTISTS

EXHIBITION SPACE FEE:

Exhibiting art vendors will be charged \$300 for a standard 10' x 10' space on the festival grounds. Art spaces are housed under a large tent, which sits, by the edge of Rockland Harbor.

HOURS OF OPERATION:

The above charges are for all the normal hours that the Festival is open, and exhibiting art vendors agree to operate during all the hours of the Festival. No refunds or reductions will be given if the hours of the Festival are shortened by any circumstances beyond the Festival's control.

Normal hours for Exhibiting Artists in the Fine Art Tent on the Festival grounds:

Wednesday	8/3/11	12 noon to 9:30 PM
Thursday	8/4/11	9:00 am to 9:30 PM
Friday	8/5/11	9:00 am to 10:00 PM
Saturday	8/6/11	9:00 am to 10:00 PM
Sunday	8/7/11	9:00 am to 6:00 PM

Note: On Wednesday we open at 12 noon. All exhibiting art vendors must be in place and open for business.

Maine State Sales Tax ID# and Insurance :

Each exhibiting art vendor is responsible for providing their Maine state sales tax identification number and a minimum of \$1,000,000.00 liability insurance coverage naming Rockland Festival Corporation as additional insured. Proof of insurance coverage must accompany each application and Maine state sales tax identification number must be displayed in each booth. Please call with any questions.

SET-UP & PARKING:

Vendors on the grounds shall be in place by Wednesday at noon on Aug. 3rd. Vehicle access for set-up and replenishment of supplies will only be allowed before and after regular Festival hours. All vehicles shall be off Festival grounds and away from exhibiting vendor space by 9:00 AM every morning. Also, campers, trailers, recreational vehicles, etc. are prohibited on Festival grounds during and after Festival hours. Art displays only may be set up Tuesday afternoon into the evening. Security is not available on Tuesday evening so no product should be set up until Wednesday AM.

ELECTRICITY:

Electrical requirements must be stated on the contract. Each space has access to electrical outlets. Additional electrical requirements for spaces will have an extra charge. See application form for details.

SAFETY - CLEANLINESS - WASTE:

All exhibiting vendors are responsible for maintaining their space in a manner that is both safe and pleasing to their workers and customers. All trash must be boxed or bagged and placed in the containers provided. No liquid waste can be discharged on the grounds, nor can anything be thrown in the ocean. Exhibiting vendors are responsible for removing their own property and cleaning their own space at the close of the Festival.

SECURITY:

The Festival will have two people patrolling the grounds from 10:00 pm to 6:00 am on Wed., Thurs., Fri. & Sat. evenings. The Festival does not assume any responsibility or liability for loss or damage to vendor's property. Your signature on the contract signifies your understanding of this.

ITEMS FOR SALE:

No items bearing the words 'Maine Lobster Festival' may be sold on the grounds without prior permission of the Board of Directors.

There will be no signs indicating a reduction in price of any items such as 'sale', 'discontinued', 'seconds', etc.

SIGNS, ATTIRE, PROMOTIONS:

Booths may only display signs with the name of the business renting said booth and a list of items sold with their prices. Workers in that booth may wear a t-shirt or hat bearing no more than the name of the organization. At no time will attire, buttons, badges or literature be worn, displayed, sold or given away, that promotes the doctrine, belief, or dogma of that vendor or any other person or organization. Space for that purpose may be purchased at regular rates at the discretion of the Board of Directors.

IDENTIFICATION:

All exhibiting art vendors will be provided with wristbands. These wristbands will permit easy access to the Festival grounds through any ticket booth. Any vendor not displaying a valid wristband will be required to pay admission to access the Festival grounds.

DEADLINES:

Applications, with a \$60.00 non-refundable deposit, must be received by January 1st, 2011. If approved, you will be notified by mail or e-mail. If not approved, the deposit will be returned. A space will not be held past deadline date if application and deposit have not been received. **It is highly recommended that you send in your application material and payment as soon as possible.** Spaces will be assigned on a first come basis as number of spaces for your medium are filled. Insurance may be sent separate closer to the show.

NO SMOKING – No Smoking in the Art Tent or within 20 feet of tents/events is not permitted as well as the consumption of alcohol.

Art Student Docents will be available to run for meals and sit with spaces for a limited time. Arrangements may be made with students during show hours.

64th Maine Lobster Festival Fine Art Tent Application/Contract

August 3-7,2011 Harbor Park Rockland, Maine 04841

Please Print:

Name of business or organization _____

Contact Person _____

Mailing address _____

City _____ State _____ Zip _____ Phone _____

E-mail address _____ Cell Phone _____

Vehicle Type _____ License Plate Number _____

Maine Revenue Service Sales Tax Registration Number _____

(All exhibitors must have a certificate displayed during the show.)

Location:

Inside tent on the grounds _____ Standard size 10' x 10' space 300.00

Four images of your art, you intend to sell, is required. You may submit photo images, electronic images by e-mail, or provide a web site address. Work submitted must be work that will be shown in the Fine Art Tent.

Please include a specific description of art as well as mediums that you intend to offer for sale on the reverse side of form.

Insurance: Please include a copy of your insurance coverage naming the Rockland Festival Corporation as additional insured.

Electrical: (700 watts provided)

Describe any special electrical requirements that you have (amps and voltage) _____

Charges:

Non-Refundable deposit (Due with this contract)	\$60.00 (\$90 for 1.5 spaces,\$120 for 2 spaces)
Total due before setup (You may pay on Aug. 3rd)	<u>\$240.00 (remainder of balance for # of spaces)</u>
Total	\$300.00

Make checks payable to Maine Lobster Festival.

I have read the contract and agree to the terms as stated above. It is understood that before set up, the contract is to be paid in full. No contract will be approved without proof of insurance. Rockland Festival Corporation must be named as additional insured. The Lessee agrees to indemnify, save, and hold harmless of and from all claims, demands, causes of action, liability and expense, including reasonable attorney's fees, in connection with loss of life, personal injury or damage to property arising during the term of this lease, or leased premises, to the extent that the same is caused by any act or omission of Lessee.

I understand that a copy of this contract, if approved, will be returned. If rejected, the deposit will be returned.

*Signature _____ Date _____

*Contract approved by _____ Date _____

*Number of wristbands needed for your workers _____

*Would you be willing to pass out rack cards and hang posters in your area? _____