



Naugatuck Arts Commission

6th Annual Arts Festival

Saturday, August 27, 2016

11:00 a.m. – 6:00 p.m.

Please Note New Earlier End Time

On the Green in Naugatuck, Connecticut

Arts/Craft Vendor Application

Terms and Conditions:

- Registration is \$20.00 per site and an additional \$20.00 refundable deposit. Sites are outdoors so please be prepared for such. Upon receipt of application, registration fee and deposit no refunds will be considered unless your product/service is a duplicate of a previous booking.
- Payment of vendor site and refundable deposit should be made via separate checks. **Please Note:** The refundable deposit check **WILL NOT** be deposited **UNLESS** vendor breaks down prior to the 6:00pm breakdown time. At which point the deposit is considered forfeited and shall be cashed and vendor may not be accepted into future festivals.
- Vendors will be assigned a site on the day of the festival. Please report to the Arts Commission tent to check in and get your assigned site. Set up begins at 8:00 a.m. on day of festival. Do not set up before checking in and receiving your site assignment.
- **Vendors must remain set up until 6:00 p.m.** after which they are to report to the Arts Commission tent to check out and pick up their refundable deposit check.
- Sites will be reserved on a first come, first serve basis. We reserve the right to limit the number of vendors and also reserve the right to limit the number of vendors in a particular category (i.e., jewelry, pottery, face painting). Vendors are required to list all displayed items and/or crafts on the application form. In order to control duplicates, only items listed on your application will be allowed for sale. Items not listed will be admitted based on the sole discretion of the Arts Commission. To meet the mission of the Arts Festival, only arts related and/or hand-crafted items will be allowed, no flea market, tag sale or commercial products (e.g., Pampered Chef, Tupperware, Lia Sophia) will be admitted to the festival.
- Vendors may not sell alcoholic beverages of any kind. Alcohol is not allowed on town property.
- Site size is approximately 10' (front) x 12' (depth). Vendor is responsible for bringing tents, tables, chairs, etc. If using a tent or awning they must be no larger than 10x10 without seeking Arts Commission approval in advance.
- Electrical access is limited and will be assigned on a first come, first serve basis. Each electrical space will be at a 10amp maximum. Vendor must provide their own OUTDOOR extension cord for connection.
- Participants are responsible for the set up and cleanup of their sites. Participants cannot impair others sites (i.e., sign or display blockage). Vendors are not allowed to move booth locations. No exceptions.
- Vendors may not smoke in your booth area.
- There will be trash cans and recycle bins throughout the green. We ask you to keep the area surrounding your space as clean as possible both during and after the festival.
- The Borough of Naugatuck and the Naugatuck Arts Commission will not be held responsible for any lost, stolen or damaged items.
- **Further information or questions not found on the website can be e-mailed to: nacnaugyartsfest@att.net.**



**Naugatuck Arts Commission
6th Annual Arts Festival
Arts/Craft Vendor Application**

Name: _____

Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: Home _____ Mobile _____

Email: _____

Brief description of product(s): _____

_____ Number of sites requested at \$20.00 per site plus \$20.00 refundable deposit. Sites are assigned on a first come/first served basis. Checks should be made payable to Caesar Ruggeri Arts Scholarship. **Deadline for registration is August 1, 2016.** Registrations **MUST** be received by that date.

_____ Yes, I require electrical access (electrical outlets are limited and will go fast).

Additional requests/accommodation needs: (e.g., need to be near another vendor, etc.). Changes will not be made the day of the event. We will try to fill requests as best we can.

Please make checks payable to:
"Caesar Ruggeri Arts Scholarship"

Mail completed form and checks or money orders to:
Naugatuck Arts Commission Arts Festival
229 Church Street
Naugatuck, CT 06770
Must be received by: August 1, 2016

**Confirmations and updated festival information will only be communicated by email.
Please be sure to provide above.**