



Tackett's Mill Winter Holiday Arts Market Vendor Agreement 2016

GUIDELINES:

DATE: Saturday, December 10, 2016
12 Noon to 3pm,
Tackett's Mill Lakeside
2233 Tackett's Mill Drive, (or similar)
Lake Ridge, VA 22192

THIS EVENT IS PART OF WINTERFEST AND COINCIDES WITH "SANTA'S LAKE RIDGE PARADE". Santa Claus is the featured guest arriving via fire truck at the end of the parade taking place on Harbor Drive in Lake Ridge, VA. Children will be in attendance with their parents. There will be music and holiday treats. Kids will have a chance to visit with Santa while parents do some local holiday shopping. The Holiday Arts Market is sponsored by The Clearbrook Foundation as an opportunity for local artists, crafters, and authors to display and sell their holiday gift ideas to the public in a beautiful indoor setting or a sheltered outdoor courtyard. Ideal vendors will follow the holiday theme and offer a variety of fun items at affordable prices for all ages. Please note: the theme of this year's parade is "A COMIC BOOK CHRISTMAS".

REQUIREMENTS AND TERMS:

- Work should be one-of-a-kind in nature, original, unique to the artist/vendor. Exceptions will be made if work is specifically suited to the parade theme of "A Comic Book Christmas"
- Artists/Vendors may offer larger items but are encouraged to offer smaller items for sale that fit within the 'Holiday Art Market' theme.
- Visual Artists may sell limited edition archival prints.
- There are no fees required to participate. The committee reserves the right to refuse the Artist/Vendor if the items offered for sale do not fit within the theme of the event.
- We strongly encourage the Artist/Vendor who created the work to be at the show for all hours the show is open.
- Artists/Vendors are encouraged to display until all visitors have exited the room or the outdoor area after 3pm.
- **The Artist/Vendor is responsible for arriving before 11am. Set up can begin as early as 10am. This is important because the event coincides with the Santa Lake Ridge Parade and access roads will be limited.**
- A Map for loading area and parking for Artists/Vendors will be emailed closer to the event.
- One 6' X 32" table will be provided along with two chairs. Outlets are available for electricity and walls to hang your work if requested on the attached form.
- Please provide your own table cover and any other display materials needed.
- You will be expected to sign the attached Hold Harmless Agreement.
- The Artist/Vendor is responsible for sales tax collection.
- The Artist/Vendor agrees to leave their area exactly as found –removing all supplies and garbage.
- Submission & signature of the attached agreement is an agreement by applicant to all terms herein. If e-mailing, writing your name counts as a signature.

ACCEPTANCE AND SPACE ALLOTMENT:

- Artists/Vendors will be contacted by their preferred method as indicated on the below Application Form.
- Closer to the event, Artists/Vendors will be notified of their designated location for the Holiday Arts Market.
- Images from Artists are requested for advertisement purposes.



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December 10, 2016

Name of Organization/Business/Vendor: _____

Mailing Address: _____

City _____ State _____ Zip _____

Name/s of Contact Person/s: (Please write clearly)

1) _____ Phone # _____ email _____

2) _____ Phone # _____ email _____

Please email 1-3 High resolution images (300 dpi) to be used for marketing purposes.

Please note: Artists/Vendors are encouraged to offer some small items for sale that fit within the 'Holiday Art Market' theme and the Parade theme of "A Comic Book Christmas".

One 6' X 32" table will be provided along with two chairs. Please provide your own table cover and any other display materials needed for the arts market. Outlets are available for electricity and walls to hang your work. Please specify if you require either electricity or wall space, or both _____.

_____ Please indicate here if your art/craft is better suited to be located OUTSIDE where there is room for more than one table. Outdoor areas have overhead cover and heaters may be provided.

Primary Art Type:

- | | | |
|-------------------|-----------------------|------------------------------|
| _____ Painting | _____ Ceramics | _____ Mixed Media |
| _____ Photography | _____ Fiber Arts | _____ Jewelry |
| _____ Glass Art | _____ Wood Work | _____ Metal Art |
| _____ Literature | _____ Flowers/wreaths | _____ Other (describe below) |

Please submit this agreement as early as possible. You will be notified via your preferred mode of contact. Final deadline for vendor applications and Hold Harmless is **November 20th**, unless otherwise indicated.

Please sign the following Hold Harmless and please email this page to contact@tackettsmill.com or mail it to: "Tackett's Mill Management, 2228 Tackett's Mill Drive, Lake Ridge, VA 22192

I hereby agree to hold Tackett's Mill, LLC, Well Stone, (Managing Agent), and The Rappaport Management Company, or their successors and assigns, harmless from any loss or damage that I, or any of my visitors, may sustain during the following event: 2016 Holiday Arts Market. Tackett's Mill, its agents, employees and officers shall not be held liable for failure to fulfill or perform its contractual obligation provided such failure is caused, occasioned or furthered by closures of site locations due to any cause or causes beyond its control, including, but not limited to fire, flood, severe weather, public disaster, or any other cause beyond its control. Tackett's Mill

shall not be held liable for damages to art work or wares, exhibitors or personal property, or for theft, loss or injury caused by products sold or exhibited by exhibitors or the general public or other calamities. Insurance for such loss, damages, or injury shall be the sole responsibility for each exhibitor at their own cost. This event is agreed to be held at Tackett's Mill Shopping Center, 2233 Tackett's Mill Drive, on December 10, 2016.

Participant's SIGN HERE:

Signature

Date

Committee Action: ___Approved___Not Approved