

24th annual
CARNEGIE
Arts & Heritage Festival

Featuring Music on Main Street
SEPTEMBER 8, 9 and 10

The 2011 annual Arts & Heritage Festival, featuring Music on Main Street is right around the corner and we invite you to be a part of our Creative Marketplace. The festival features three days of excellent live music, brilliant performing and visual arts, mouthwatering ethnic and traditional foods, a vibrant children's area and much, much more. **NEW THIS YEAR: Arts and crafts will be juried and vendors will be notified by July 10 if they have been selected.**

The Creative Marketplace is centrally located in the heart of the Festival, and artists and crafters will be housed under large tents on Main Street, eliminating the need for individual canopies. Resellers will be permitted but will be located apart from the Creative Marketplace. As in the past, we expect to heavily promote the Festival in the months preceding the event in local print, TV and radio media. We anticipate continuing growth and hope you will join us in making this the most successful event ever.

GET YOUR APPLICATION IN EARLY – SPACE IS LIMITED.

The guidelines for the Creative Marketplace are as follows:

1. artists may offer any medium, but some live merchandise must also be offered (i.e., you may offer commissioned work for exhibit, but you must also have work for sale)
2. artists works for display and sale must be originated or created by the artist and not created from a commercial kit or pattern.
3. crafts must be items that are at least 50% handmade and are not mass-produced.
4. you must include photographs or slides of your work and if possible, photographs of your booth and display.

Thank you for your interest in our Festival. If you have any questions, please feel free to contact us at the following numbers and e-mail.

Jackie Weitzel, Vendor Chairman
412-279-7179 x 10
jackie@terrasettlements.com

**2010
Carnegie Arts & Heritage Festival
General Registration Form
September 8, 9 and 10**

REGISTRATION DEADLINE: June 30, 2011

NAME _____ PHONE _____

ADDRESS _____ City _____ State _____ Zip code _____

E-MAIL _____ CELL _____

TYPE OF VENDOR (CHECK ONE)

COST PER SPACE (MAXIMUM 2)

- | | | |
|--------------------------|--|----------|
| <input type="checkbox"/> | Artist –Creative Marketplace | \$175.00 |
| <input type="checkbox"/> | Crafter-Creative Marketplace | \$175.00 |
| <input type="checkbox"/> | Miscellaneous packaged food/snacks/cookies | \$ 75.00 |
| <input type="checkbox"/> | Carnegie Non-Profit, Special Interest | \$ 75.00 |
| <input type="checkbox"/> | Reseller | \$175.00 |

BRIEF DESCRIPTION OF YOUR OFFERING _____

- ❖ The registration fee covers all three days. Participation on Thursday is preferred but all vendors must participate on Friday and Saturday. You will receive no discount if you choose not to participate on Thursday.
- ❖ Vendors are expected to be open for business during regular Festival hours (see the Rules and Regulations attached)
- ❖ Artists and crafters will be assigned 10' X 10' spaces in the Creative Marketplace tents. 10' X 10' booths will be provided for the miscellaneous food, non-profit, special interest vendors. Resellers may reserve a 10' x 10' booth or bring in their own 10' x 10' canopy. Lights will be strung within the booths/canopies and electricity is available for additional lighting, **but it is the vendor's responsibility to provide any additional lighting.**
- ❖ All vendors must provide their own display equipment (tables, easels, etc).
- ❖ Set-up time will begin at noon on Thursday and is to be completed by 3:00 pm. If you are not participating on Thursday, set up on Friday begins at noon and must be completed by 3:00 pm
- ❖ The spaces that will be assigned to you will not be changed under any conditions. We try to be fair with all vendors when considering the space assigned to you.
- ❖ **ARTISTS AND CRAFTERS: Attach 3 or 4 photographs of items that represent your work or, in the alternative, if you have a website that displays your work, please enter the web address here:** _____

PLEASE READ THE RULES AND REGULATIONS ATTACHED HERE TO AS EXHIBIT "A"
BEFORE SIGNING APPLICATION

REGISTRATION DEADLINE: June 30, 2011

BY SIGNING BELOW, VENDOR ACKNOWLEDGES THAT HE/SHE HAS READ AND AGREES TO COMPLY WITH THE RULES AND REGULATIONS ATTACHED HERETO AS EXHIBIT "A".

THE UNDERSIGNED HEREBY AGREES TO PROTECT, DEFEND, INDEMNIFY AND HOLD HARMLESS THE CARNEGIE FESTIVAL ASSOCIATION, INC., THE BOROUGH OF CARNEGIE AND THEIR RESPECTIVE AGENTS, EMPLOYEES, OFFICERS AND VOLUNTEERS FROM ANY AND ALL LOSSES, PENALTIES, DAMAGES, SETTLEMENT COSTS, CHARGES, PROFESSIONAL FEES OR OTHER EXPENSES OR LIABILITIES OF EVERY KIND ARISING OUT OF OR RELATING TO ANY AND ALL CLAIMS, LIENS, DEMANDS, OBLIGATIONS, ACTIONS, PROCEEDINGS OR CAUSES OF ACTION OF EVERY KIND IN CONNECTION WITH THIS APPLICATION AND/OR THE PERFORMANCE HEREOF WHICH ARE DUE TO THE NEGLIGENCE OF THE VENDOR OR VENDOR'S OFFICERS, EMPLOYEES OR AGENTS. VENDOR FURTHER AGREES TO INVESTIGATE, HANDLE, RESPOND TO, PROVIDE DEFENSE FOR AND DEFEND THE SAME AT VENDOR'S SOLE EXPENSE AND AGREES TO BEAR ALL OTHER COSTS AND EXPENSES RELATED THERETO.

THE UNDERSIGNED ASSUMES FULL RESPONSIBILITY FOR THE SUPERVISION AND SAFETY OF THOSE WORKING IN THE SPACE PROVIDED FOR THE UNDERSIGNED. THE UNDERSIGNED AGREES TO ABIDE BY ALL FESTIVAL RULES AND REGULATIONS.

[Print Business Name Above, if applicable]

DATED: _____

BY: _____

PRINTED NAME: _____

Include full payment for vendor space with check payable to:

**Carnegie Festival
P.O. Box 770
Carnegie PA 15106**

Questions concerning this application should be directed to Jackie Weitzel, 412-279-7179 x 10 or via e-mail at www.jackie@terrasettlements.com

Confirmation that you have been selected will be sent to your mailing or e-mail address.

EXHIBIT "A"
RULES AND REGULATIONS
REGISTRATION DEADLINE: June 30, 2011

Each vendor agrees to abide by the following rules and regulations, which have been adopted by the Carnegie Festival Association, Inc. Board of Directors. Any participant not following these terms will be asked to leave and will not be invited to return.

1. **FESTIVAL HOURS:**

Thursday	4:00 pm to 10:00 pm
Friday	4:00 pm to 12:00 pm
Saturday	12:00 pm to 12:00 pm

2. **SPACE LOCATION AND SET-UP:** Your space will not be assigned until the week before the Festival. In order to allow you a convenient set-up, we will have people posted to assist you in locating your space.

Three-day vendors: set-up time begins at noon on Thursday and must be completed by 3:30 pm.

Two-day vendors: set-up time begins at noon on Friday and must be completed by 3:30 pm.

3. Vendors are expected to be set up and ready to open by the Festival starting times and remain open for business until at least 9:00 pm each day.

4. All sales must occur in the assigned areas.

5. Each vendor must confine his/her sale facilities to the assigned area and cannot infringe upon an area assigned to others.

6. The Festival Committee will assign the spaces based on the vendor's application.

7. If you are selected but do not attend, you will lose your seniority rights, and you will not be entitled to a refund of your application fee. Additionally, you will not be considered as a participant for the following year. (Exceptions may be considered for emergencies)

8. All vendors are solely responsible for the erection, operation and removal of his or her display equipment.

9. Vendors are not permitted to display, sell or maintain alcoholic beverages or tobacco products, adult or other offensive products.

10. Vendors are responsible for all supplies needed to display their products, including but not limited to tables, display racks, easels, etc. **OVERHEAD LIGHTING WILL BE PROVIDED BUT IT IS THE VENDOR'S RESPONSIBILITY TO PROVIDE ADDITIONAL DISPLAY LIGHTING, EXTENSION CORDS AND/OR POWER STRIPS.**

11. This is a rain or shine event. Refunds will not be issued.

12. No refunds of registration fees will be made once a vendor has been selected.