



# The Townsend Artisan Guild Presents the 10th Annual Smoky Mountain Fiber Arts Festival

April 12-14, 2019  
Great Smoky Mountain Heritage Center, Townsend, Tennessee

## Vendor Application

Spring, 2018

The Smoky Mountain Fiber Arts Festival will be celebrating its 10<sup>th</sup> year in 2019. The Festival is a popular event for fiber artists in the southeast and has continued to increase in popularity each year. It is free to the public with ample parking available.

The Festival has grown to a much-anticipated event in the region and we invite you join us. Our focus continues to be to introduce fiber arts to the general public and to encourage artisans at all levels to grow in their craft. We are seeking vendors and demonstrators who wish to participate in and benefit from the Festival.

The Festival will once again be held at the Great Smoky Mountain Heritage Center, Townsend, Tennessee, April 12-13, 2019 9am – 5pm and Sunday, April 14, 2019, 10am - 4pm. The marketplace will be at the Heritage Center where we plan to hold most of the classes but may look for additional venues if necessary.

As in past years, the Festival plans to continue offering festival goers a “sheep to shawl” experience through classes and demonstrations of as many of the fiber arts processes as possible from shearing and harvesting to processing raw fiber for use in spinning, weaving, knitting, crochet, felting, and other fiber manipulation methods. In addition, our marketplace of fiber art supplies and finished goods attracts experienced fiber artists, those interested in exploring the fiber arts, school age children, and visitors to our area.

As a business owner and/or fiber artisan, please consider participating in one of the top Fiber Arts events in the region. We encourage you to take advantage of this opportunity to increase exposure of your art, business and talents. We offer two booth sizes, both inside and outside the facility. More details are on the attached pages. If you are interested in teaching a class, please complete that application also; applications are available at [www.smokymountainfiberartsfestival.org](http://www.smokymountainfiberartsfestival.org).

Applications must be submitted by **February 1, 2019**. Early registration is recommended because the available space often fills quickly.

We look forward to working with you to showcase your business and your expertise.

Steve Prentice, Vendor Chair, 423-241-7427  
Susan Cooper, Overall Chair, 865-448-0859  
Smoky Mountain Fiber Arts Festival Committee



PO Box 403, Townsend, Tennessee, 37882  
[www.smokymountainfiberartsfestival.org](http://www.smokymountainfiberartsfestival.org)  
[townsendartisanguild@gmail.com](mailto:townsendartisanguild@gmail.com)



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1. Set up will take place from 11:00 am to 7:00 pm Thursday, April 11, 2019. Tear down will not begin before 4:00 pm, Sunday, April 14. Vendor restock time will be Saturday, April 13, 8:00-9:00 am and Sunday, April 14, 9:00-10:00 am.
2. Vendors/Demonstrators are responsible for delivery, handling, erection and removal of their display and materials. Vendors are responsible for all props, tables, table coverings, signage, other hanging display materials, and tents, if appropriate.
3. All exhibits must be set up by 9am Friday, April 12, 2019. The Festival Committee will view booths prior to opening of the festival. Exhibits must be removed by 5:30 pm Sunday, April 14, 2019.
4. Each exhibitor is requested to design his/her display in a tasteful, professional manner. Tables should be covered, and boxes/stock stored out of sight. Exhibitors should help keep the Festival grounds clean and neat.
5. Booth exhibits may not extend beyond the contracted dimensions and no furniture, displays, products, etc. may extend into the aisles.
6. The vendor must be present in his or her booth to visit with and sell to customers. If unforeseen circumstances arise, please contact volunteer services.
7. The vendor grants the Smoky Mountain Fiber Arts Festival, the Great Smoky Mountain Heritage Center and the Townsend Artisan Guild, collectively "Hosts", permission to photograph the booth and the Festival for marketing and business purposes and may reproduce photographic, video or audio portions as Hosts may in their sole discretion determine.
8. The Festival does not assume any responsibility for loss, theft or damage of any products, animals or equipment during the Festival, either manmade or by an act of nature. Please check your own insurance policy to be sure you have adequate loss and liability coverage.
9. Security will be provided each night, 8:00 pm until 7:00 am. Overnight stays on Festival property are not permitted. While nighttime security will be provided, you are responsible for securing and protecting your property. Exterior tents may require partial tear down for safety in the event of rain and wind.
10. Exhibitors will handle all sales including those by credit card and are responsible for collecting and reporting their sales tax. Please to go <https://tntap.tn.gov/eservices/> for details and to file.
11. Smoking is not allowed in any building, auditorium or cabins. Except for service animals, pets are not permitted on the Festival grounds. Alcoholic beverages are prohibited on the grounds during the Festival.

| Space Available                       | Size            | Location                     | Cost for Three Days      |                            |
|---------------------------------------|-----------------|------------------------------|--------------------------|----------------------------|
|                                       |                 |                              | Early<br>By Oct 31, 2018 | Regular<br>Aft Nov 1, 2018 |
| Vendor Booth, Indoor                  | <b>Sold Out</b> | um, Transportation Station   | \$170                    | \$230                      |
| Vendor's Tent<br>(no electricity)     | Approx. 10'x10' | On Heritage Grounds, Outside | \$110                    | \$130                      |
| Demonstrate and Sell                  | Approx. 7'x6'   | Inside: Various Locations    | \$90                     | \$120                      |
| Demonstrate and Sell<br>(no heat/air) | <b>Sold Out</b> | In Heritage Cabins           | \$125                    | \$150                      |
| Demonstrate (no selling)              |                 | Various                      | No Charge                |                            |



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**Vendor Application**

Spring, 2018

Please complete this application and send payment and pictures of planned exhibits, products, or demonstrations.

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Private Phone: \_\_\_\_\_ Public Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Description of product for sale and/or demonstration: \_\_\_\_\_

Requested Location (Indoor or Outdoor (provide your own tent): \_\_\_\_\_

Booth Fee Included \_\_\_\_\_ Electricity: yes or no Size of Tent, if appropriate \_\_\_\_\_

Other needs: \_\_\_\_\_

**Requirements for Jurying:** The Program Committee of the Smoky Mountain Fiber Arts Festival will review applications for vendors and demonstrators. Eligible exhibits include all products or services related to animal and plant fiber arts. Festival management reserves the right to accept other types of exhibits or vendors including accessories for production of fiber art and merchandise, etc. Preference will be given to applicants with finished goods or products that use quality handmade fiber, original designs, and creations by the vendor. Generally, products should be made in the United States. No commercially manufactured merchandise, items purchased for resale other than accessories for production of fiber art, or items violating copyrights will be accepted. The Committee reserves the right to reject applicants whose products do not meet Festival standards and to remove any exhibitors from the event, without return of booth fees, if it is determined they have not conformed to the rules and regulations of this contract. We do not allow political or religious handouts.

**Application Requirements:** Your application to the Smoky Mountain Fiber Arts Festival and Festival Rules pages of this packet must be received no later than by February 1, 2019 and the following requirements met:

1. Complete Application and Agreements and Liability Release forms. (page 3 and 4)
2. All fees must be paid in full with the application.
3. Make check payable to Smoky Mountain Fiber Arts Festival or pay through Pay Pal on the website. Mail to: SMFAF, PO Box 403, Townsend, TN 37882.



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Agreements and Liability Release

1. I understand that my booth fee is only refunded if I am not accepted.
2. I understand the festival will go on rain or shine. If it becomes impossible to have the Festival, as determined by the Festival Committee, booth fees will be returned and I understand that this agreement is terminated and I will waive any and all claims for damages. The Festival Committee will make decisions for booth fee refunds only under unusual circumstances.
3. I agree to help maintain the festival area and clean up my exhibit area at the close of the show.
4. Insurance must be held by the exhibitor. I hereby relieve the sponsors, staff, volunteers and town of all responsibility in connection with the safe-keeping of property while at the festival. The Townsend Artisan Guild, the City of Townsend, the Great Smoky Mountain Heritage Center, and staff, and volunteers will not be responsible of any injury or loss that may arise or come to the exhibitor, or his/her employee(s), or goods, for any reason whatsoever while the festival premises are being occupied under this agreement.

This GENERAL RELEASE is executed this \_\_\_\_\_ day of \_\_\_\_\_, by \_\_\_\_\_, (hereinafter referred to as "Releasor") to the Smoky Mountain Fiber Arts Festival (hereinafter referred to as the "Releasee").

In consideration of being permitted to enter upon the properties of the Great Smoky Mountains Heritage Center located on Hwy 73, Townsend, TN (hereinafter the "Premises"), and to participate in the Smoky Mountain Fiber Arts Festival during the dates of April 12-14, 2019 and for other good and valuable consideration, Releasor, intending to be legally bound for Releasor, Releasor's spouse, legal representative, heirs, officers, directors, shareholders, agents, partners, employees, successors and assigns, hereby releases, waives and discharges the Releasee, its partners, officers, directors, shareholders, agents, employees, successors, assigns and affiliates (including corporations and partnerships, and their officers, directors, shareholders, partners, employees, agents, heirs, legal representatives, successors, and assigns) (collectively referred to as "Releasees"), from all liability to the Releasee and to the Releasees for any and all loss or damage, and any claim or damages resulting there from, on account of injury to the Releasor's person or property, including injury resulting in death of the Releasor, whether caused by the negligence of Releasee or otherwise while the Releasor is on the Premises.

Releasor agrees to indemnify, hold harmless and defend the Releasee and Releasees against any claim, loss liability, damage or cost of which each of them may incur due to the entry or presence, of Releasor or Releasor's proper- ty, in or upon the Premises.

Releasor expressly agrees that this General Release is intended to be as broad and inclusive as permitted by the law, and that if any portion hereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full force and effect.

In WITNESS WHEREOF, Releasor has executed this General Release on the day and year first written above.

[INDIVIDUAL SIGNATURE] Name: \_\_\_\_\_

[INDIVIDUAL SIGNATURE] Name: \_\_\_\_\_

Print Name (s) \_\_\_\_\_

Print Title/ Position of Exhibitor or Representative: \_\_\_\_\_ Date: \_\_\_\_\_