

# **2010 Takoma Park Street Festival**

**Sunday, October 3, 2010**

**10 a.m. to 5 p.m.**

**Rain or Shine**

## **Guidelines for Participation**

**Fees:** ARTISTS – *You may only sell items that you have made by hand. No imports.* Only original work may be sold by the artist. If you are selling items that are not your creation, you will be asked to remove them from your booth. Fee: \$125 per 10 x 10 ft. space. Enclose two pictures of the items you intend to sell with your application.

COMMUNITY GROUPS - \$100 per 10 x 10 ft space. These spaces are available to nonprofit and public organizations only. Leafleting outside of the booth is not allowed. If you want to participate in the Festival, you must have a booth.

FOOD VENDORS - \$450 per 10 x 15 ft. space. *Each food vendor must have a Montgomery County Health Department Permit.* No food vendor will be allowed on site without this permit. Please call 240-777-3986 for permit information. Vendors must provide their own supplies such as water, power, etc, and must clean-up their site after the Festival is over. New food vendors are required to make a **\$200 deposit**, refundable after the festival, if the vendor has cleaned up and left by 6:45pm.

OLD TAKOMA MERCHANTS - \$125 per 10 x 10 ft space. Old Takoma merchants are businesses located in the Old Takoma area, from the Takoma Junction to the Takoma Theatre. OTBA members receive a 20% discount.

**Requirements:** All vendors must arrive before 9:00am for set-up.  
All vendors must be finished by 6:45 and vehicles must be off the street.  
Vendors must provide all their own needs: tables, chairs, canopy, supplies. OTBA only provides the booth space.  
Registration fees must accompany each application.

**Deadline:** **Please note: spaces for this festival fill up fast.** OTBA will allocate spaces to eligible participants based on the order applications are received, taking into account, however, the need to offer an appropriate mix of participant/vendor types and items sold. The festival is usually filled by June. Late applicants will be put on the waiting list.

**Notification:** August 1

**Refunds:** No refunds will be made after September 1.

**No Rain Date:** Please remember that there is no rain date. If the festival is rained out, we cannot refund participant fees.

**Space:** Every effort will be made to honor requests, however, space preference cannot be guaranteed.

**Directions:** Directions to the festival are available at [www.takomafestival.com](http://www.takomafestival.com)

**Taxes:** Taxes are the responsibility of each vendor. As required by law, OTBA will submit the final list of festival vendors to the State of Maryland.

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## **Community Group Application**

**Apply early; the festival usually fills up by June!**

**Name** \_\_\_\_\_

**Business Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**City, State, Zip** \_\_\_\_\_

**E-mail** \_\_\_\_\_

**Website** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Alternate Phone** \_\_\_\_\_

**Brief description of items to be sold** \_\_\_\_\_

**If you have a space preference for the festival, please indicate it**

**NOTE: Only nonprofit and public entities are eligible for community group spaces. Leafleting outside of your booth is not allowed.**

**I have read the guidelines and agree to the rules and regulations set forth by the Old Takoma Business Association for the Takoma Park Street Festival.**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Payment Enclosed** \_\_\_\_\_

**Submit:**

- **completed and signed application form;**
- **\$100 registration fee (checks payable to OTBA);**
- **a business-size, self-addressed stamped envelope.**

**Mail to: OTBA, P.O. Box 5440, Takoma Park, MD 20913**