

DOWNTOWN BILLINGS ALLIANCE

21th Annual

STRAWBERRY FESTIVAL

Food Vendor, Commercial Vendors (non arts & crafts) & Non-Profit Group Guidelines

(Visit our Website at www.strawberryfun.com)



Festival Date: Saturday June 9, 2012
Festival Time: 8:00 am - 5:00 pm
Location: North Broadway - Downtown Billings, Billings, MT
Entry Deadline: April 11, 2012
Notification: After April 27, 2012

The Strawberry Festival, a Downtown Billings Alliance celebration, is in its twenty first year. The Arts & Crafts Exhibits are a very important part of our success. We do provide limited street space for SELECT food and non-arts and crafts vendors and Non-Profit groups. You are encouraged to **APPLY for SELECTION.**

PLEASE READ THE FOLLOWING DIRECTIONS CAREFULLY!

To ensure your participation in future festivals, please comply with the festival guidelines.

NON-ARTS & CRAFTS/ FOOD VENDOR/ or Non-Profit Group FEES

The Basic Fee for ONE on-street space approximately 10' x 10' will be **\$175** for food and commercial vendors (non-arts & crafts vendors) and **\$75** for non-profit organizations for the day. This fee is non-refundable once acceptance and confirmation letters have been sent. Refunds will be returned to Vendors who are Not Selected. No commission is charged in addition to this fee.

DISPLAY AREA AND SET UP INFORMATION/REQUIREMENTS

A space approximately 10' x 10' will be assigned to each selected exhibitor. **Sites are selected by random placement NEAR THE FOOD COURT AREAS on 2nd or on N. 29th Street.** Limited electricity is available to **Food Vendors** for an additional fee. **Beverage sales are prohibited without prior approval!** The DBA will be staffing Pepsi booths. **Food vendor trailers need to be approved for size.** **Be prepared for variable weather conditions including wind and rain.** Tables are to be covered and spaces kept neat and clean. Please clean and clear your designated space and adjacent aisles before departing the Strawberry Festival. **You are required to cook over a tarp, if you do not have one, one will be provided for you at a charge of \$5.00 per tarp.**

A general Festival layout map can be found on our website:

www.strawberryfun.com

All exhibitors are required to check in before setting up their displays. **Set-up time will be between 5:00 am and 6:45 am. LATE ARRIVALS WILL NOT BE ALLOWED TO DRIVE INTO THE EVENT AREA. IF YOU ARE LATE BE PREPARED TO HAND HAUL ALL OF YOUR STUFF IN. IF YOU ARE BRINGING A TRAILER TO HAUL YOUR ITEMS IN, BRING A HAND CART, YOU WILL NOT BE PERMITTED TO DRIVE IN!**

QUESTIONS?

If you have any questions or concerns, please call the Downtown Billings office at 406-294-5060, email: info@strawberryfun.com. Visit www.strawberryfun.com or www.facebook.com/downtownbillings or write to:

Downtown Billings, Strawberry Festival 2012, 2815 2nd Ave. North, Billings, MT 59101

Vendor Selection Date: April 11, 2012
STRAWBERRY FESTIVAL 2012 Non-Arts & Crafts & Non-profit Application
Return By April 11, 2012

Business or Group Name _____

Contact Person _____

Address _____

City _____ State _____ Zip _____

Phone Number: Work (____) _____ Home: (____) _____

E-Mail Address _____

Product information: _____

Food Trailer size including hitch: _____

Be Specific – You will be limited to what you list! Beverage sales are prohibited!

NOTE: LIMITED ELECTRICITY IS AVAILABLE TO VENDORS!

Strawberry Festival Food or Commercial Vendor Fee (\$175.00)	Qty ____ @ \$175.00 ea. = \$ _____
Strawberry Festival Non-Profit Organization Fee (\$75.00)	Qty ____ @ \$75.00 ea. = \$ _____
FOR FOOD VENDORS ONLY	Qty ____ @ \$25.00 ea. = \$ _____
1 - 20amp 110volt Electrical Outlet (\$25.00 each)	(LIMIT 2)
<i>Call if you need 220volt (\$50.00 Fee – call for availability!)</i>	
Strawberry Festival Late Fee(s)	Qty ____ @ \$25.00 ea. = \$ _____
<i>(If Application received after April 11, 2012)</i>	
TOTAL AMOUNT ENCLOSED	\$ _____
(Refundable if not selected to participate)	

The undersigned and/or its representative and agents release and hold harmless the Strawberry Festival 2012 organizers and staff from any claim that is made against the undersigned as the result of having an exhibit at the Strawberry Festival 2012. The undersigned further agrees to indemnify the Strawberry Festival 2012 for any costs or damages it suffers as a result of any neglect act by the undersigned. The undersigned also agrees to comply with all the rules and guidelines included with this application as well as the set-up procedures which will be received with your letter of confirmation. **The undersigned also acknowledges that all booth assignments are assigned at random and pre-selection/reservation of specific booth sites is not allowed and that refunds cannot be made after April 27, 2012.** The undersigned also acknowledges that the Strawberry Festival 2012 may reject any application and return the cancelled payment check to the applicant.

Authorized Signature _____

RETURN THIS APPLICATION AND FEES: NO LATER THAN APRIL 11, 2012

TO: Downtown Billings, Strawberry Festival 2012
 2815 2nd Ave. North, Billings, MT 59101
 Fax: 294-5061 Phone: 294-5060