



**Town of Dumfries
Multicultural Festival
Saturday May 5, 2012
10am-5pm
Garrison Park
(Behind Dumfries Town Hall, 17755 Main Street,
Dumfries, VA 22026)**

Sponsored by the Town of Dumfries

The Town of Dumfries welcomes you as an exhibitor to the Town's
3rd Annual Multicultural Festival.

General Information

The Multicultural Festival will be advertised "Open to the Public" from 10am-5pm, Saturday, May 5, 2012. Visitors to the Festival will be parking at designated lots.

A map of the Festival site will be provided to you a week prior to the event once all vendor applications have been confirmed and spaces have been assigned.

The Festival will go on **"RAIN OR SHINE"**. Since this is an outdoor event, you are responsible for your own shade, rain gear, chairs, set-up, leveling devices, etc. We ask that each registered vendor participate the entire length of the event unless the weather becomes a safety concern. The event is scheduled to run until 5pm.

Public restroom facilities are available on-site. Trash receptacles will be located throughout Garrison Park. Each exhibitor will be responsible for setup and cleanup of their area as well as taking their trash to an appropriate receptacle.

A First Aid Station will be set up at the entrance to Garrison Park.

Please keep in mind that the Town Festival is a continual "work-in-progress". Our goal is to make the day's event a fun, family-day for all citizens to enjoy.

If you have any questions or concerns, please contact Cydney A. Neville, Director of Community Services at: 703-221-3400, ext. 144, via email at cneville@dumfriesva.gov or write 3rd Annual Dumfries Multicultural Festival, 17755 Main Street, Dumfries, Virginia 22026.



Town of Dumfries Multicultural Festival Exhibitors' Rules & Regulations

Eligibility:

There are no residential requirements for participation in the Town of Dumfries Multicultural Festival. We welcome quality artists and craftsmen from all areas.

All Food Vendors are required to have a “Temporary Food Permit” on file, by the day of the event. This is mandatory, per Prince William County Health Department.

Dumfries Bar-B-Que Battle:

This year's Multicultural Festival will Feature the “Dumfries Bar-B-Que Battle!” It will be free for Food Vendors to participate in this event (with a Vending Registration); however, Food Vendors participating in this competition will be required to provide three meals (your of choice meat and two sides), to be raffled off during the event. In addition, competition participants will be required to provide a sample of their choice, for Festival Participants, who are judging the “Dumfries Bar-B-Que Battle!” The winner of the “Dumfries Bar-B-Que Battle” will win a plaque, bragging rights, and a key to the Town of Dumfries! To enter this competition, please note your participation on your Vending Application, and bring your best Bar-B-Que to show off on May 5th!

Booth Assignments:

The Park will be mapped and exhibit sites numbered to eliminate confusion as to your assigned location. Sites will be assigned on a first-come/first serve basis. Your site will be 10x10. *If you need a space wider than 10 feet, you must purchase two or more sites.* This is an open air, RAIN OR SHINE, Festival. Festival hours are 10:00am-5:00pm, Saturday, May 5th. You will be responsible for your own display, levelers, weights, chairs, set-up and clean-up. Please remove all trash from your site as necessary. Dumpsters will be located throughout the Park. The Town does not provide electricity.

Fees:

An entry fee of \$30.00 for a 10X10 site is required and must accompany your application. **Please note that all non-profit vendors will be provided a 10X10 space free of charge, please provide proof of your organization's 501c(3) status, with your application.** Checks returned by your bank as un-collectible must be replaced immediately by a cashier's check or money order, plus a \$30.00 service charge in order for us to continue to reserve your site. The replacement of site fees will be your responsibility. If a replacement fee does not reach us within two weeks of notification from your bank, we will reassign your space and your name will be removed from our mailing list.

Parking:

General vendors WILL NOT be allowed to drive their vehicles onto the park grounds to unload them, rather, general vendors will be allowed 20 minutes to unload their vehicles curbside at the entrance of the park. We kindly ask that you adhere to the 20 minute unloading window so that all vendors have adequate time to set up their displays. A schedule for your unloading time will be provided prior to the event, along with a map of the area.

After unloading is complete, each vendor will be required to move their vehicles to the designated event parking areas.



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Exhibitor Reservation Form
(PLEASE PRINT OR TYPE)

Name: _____

Business Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Daytime Phone: _____ Evening Phone: _____

Email: _____

Please provide an adequate description and/or photos of the crafts/collectibles to be displayed:

Type of Vender: ____ Arts & Crafts ____ Food Vendor ____ Service Provider
____ Other: _____

If you are a Food Vendor, will you be participating in the "Dumfries Bar-B-Que Battle?" _____

Number of Sites (spaces) Requested: _____

Have you exhibited in a public show before? Yes ____ No ____

Please make checks payable to "Town of Dumfries Multicultural Festival"

Mail to: Dumfries Multicultural Festival
Attn: Ms. Cydney A. Neville
17755 Main Street
Dumfries, Virginia 22026

Deadline for applications is Friday, April 28th!

Please direct any inquires to the Town of Dumfries Multicultural Festival, 17755 Main Street, Dumfries, Virginia 22026. For additional information, contact Ms. Cydney A. Neville, Director of Community Services via email at cneville@dumfriesva.gov or 703-221-3400 ext. 144.

I have read and understand the attached rules & regulations. I agree, as the exhibitor, to not hold the Town of Dumfries responsible for any injury, property damage, or theft of any kind, nor will I be a party to any legal action against any of the above named. I also agree to be responsible for collection of Virginia State Sales Tax.

Signature: _____ Date: _____

For Town Use Only	
Fee Paid Date:	_____
Check #:	_____
Cash: \$	_____
Money Order: \$	_____
No. of Spaces:	_____
Space #:	_____