

**Town of Dumfries  
5th Annual**



**Featuring the  
“3rd Annual Bar-B-Que Battle!”**

**Saturday, May 3, 2014**

**At Garrison Park  
Behind Dumfries Town Hall  
17755 Main Street, Dumfries, VA  
11:00am-5:00pm**

**Join us for an afternoon of music, art, food, dancing and fun  
for the entire family!**

Please contact Antoine Harris, at  
703.221.3400 ext. 144 or [aharris@dumfriesva.gov](mailto:aharris@dumfriesva.gov),  
or visit [www.dumfriesva.gov](http://www.dumfriesva.gov) for an application!

**Town of Dumfries  
Multicultural Festival  
Saturday May 3, 2014  
11am-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  
"5th Annual Multicultural Festival"

**General Information**

The Multicultural Festival will be advertised "Open to the Public" from 11am-5pm, Saturday, May 3, 2014. 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 Antoine Harris at: 703-221-3400, ext. 144/146, via email at [aharris@dumfriesva.gov](mailto:aharris@dumfriesva.gov) or write 5<sup>th</sup> 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 commemorative item from 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 3rd!

## **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 11:00am-5:00pm, Saturday, May 3th. 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.

### **Inclement Weather:**

Spring weather conditions change suddenly and may come with dangerous consequences. Exhibitors and Vendors need to take every precaution to keep abreast of changing weather conditions and ensure their property is secured. It will be the policy of the organizer's of this event to also monitor weather reports and updates as they become available. The organizers decision to cancel or postpone this event will be based on information available at that time with the most weight being placed on erring on the side of the safety of all involved persons.

### **Safety:**

All Exhibitors and Vendors **shall** ensure their tents and canopies are anchored securely to the ground.

### **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 a week 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 vendor parking areas.

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Multicultural Festival  
Saturday May 3, 2014  
11am-5pm**

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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: Mr. Antoine Harris  
17755 Main Street  
Dumfries, Virginia 22026

**Deadline for applications is Monday, April 21st!**

Please direct any inquires to the Town of Dumfries Multicultural Festival, 17755 Main Street, Dumfries, Virginia 22026. For additional information, contact Mr. Antoine Harris via email at [aharris@dumfriesva.gov](mailto:aharris@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 #: \_\_\_\_\_