



Saturday April 7, 2018 10 - 4
Sunday April 8, 2018 10 - 4



GreaterRome
convention & visitors bureau

APPLICATION FOR BOOTH SPACE

Company: _____
(This name will appear on Spring Art Market signage and marketing materials)

Contact: _____ Email Address: _____
(Please attach business card if available)

Phone Number: _____ Facebook/Website (if applicable): _____

Mailing Address: _____

How did you hear about the Spring Art Market? _____

What kind of items do you make/sell? _____ What is the price range of your items _____

Contact person and phone number **during** event: _____

Other special requests/needs: _____

Would you prefer to be set-up inside or outside (requests filled on first-come, first-serve basis)? _____

Do you need a table? _____

The Art Market starts at 10 AM all Vendors need to be set up by 9:00AM and all cars need to be moved to the lower parking lot so our customers will have places to park. At the Winter Art Market we had customers leave because they could not park. Please help us help you by not parking right outside the Civic Center. We will shuttle Vendors up and down the hill. **This is very IMPORTANT**

Do you have a skill that you would like to demonstrate as a part of your display? If so, what? _____

A non-refundable **\$100** inside booth rental fee (\$50 outside) will be required upon selection for the Art Market. **YOUR RESERVATION IS NOT SECURE UNTIL PAYMENT IS MADE.** Included in your rental fee is an **approximate** 8-foot x 6-foot booth space and two chairs; an 8-foot table will be provided on a first-come, first-serve basis determined by your application/acceptance date. **Cash or checks made payable to Greater Rome Convention & Visitors Bureau** will be accepted for payment. Please not credit card payments. All applicants are asked to provide four **HIGH-RESOLUTION DIGITAL** images representative of their work and of their logo (if applicable). These materials will be used in the marketing of the event through various channels. **New Vendors please also provide a photo of your booth presentation at comparable events.**

On Wednesday, February 14, 2018, the application window will be opened to new vendors. All applications and payment are due by Wednesday, March 21, 2018 at 5 PM to secure your booth. Applicants will be notified via email of selection. **After Wednesday, March 21, booth fee increases to \$125.**

****I agree to stay set-up at the event until the official closing time each day. **INITIALS:** _____

Vendors are asked to donate an item for free drawings that will be held throughout the weekend..

To all vendors:

Before you add an artist to your booth the artist must be approved first by the Rome CVB. We try hard to limit the number of jewelry artist, wood turners, etc. so everyone in the market can flourish. If we have too many of one kind of vendor it hurts everybody. Please help us help you by letting us know immediately if you are considering letting another artist in your booth.

Thank you

Release

I acknowledge and agree to hold harmless the City of Rome, The Rome Convention Visitor's Bureau and the Art Market committee from responsibility for injuries to any exhibitor, or for damaged or stolen work, or damage to displays by natural or willful causes. I agree to abide by the rules and regulations as set forth in the Art Market requirements. I understand that the Art Market and its authorities have the right to refuse admittance of any exhibitor and to request removal from the property should they not adhere to the Standards on Conduct set by the Art Market Committee and the City of Rome government.

Signature: _____

Printed Name: _____

Date: _____

Please complete the form and sign the release form. Return application and signed form to:

Charlene Mathis
402 Civic Center Drive
Rome, GA 30161