

**Saturday, April 14, 2018 - 8 am - 5 pm**

## Greetings from the Franklin Parish Catfish Festival !

Attached is a vendor application for our **32nd annual festival** scheduled for **Saturday, April 14, 2018**, on the streets of downtown Winnsboro. We hope you'll consider being a part of this year's event, which draws in excess of 20,000 visitors to one of the largest one-day festivals in Louisiana! Our booth spaces are all either in the street or just behind the street curb, and the four entrance gates on each corner of the festival allow for easy entrance and a good circular flow of foot traffic past the vendor booths. Most food vendors will be concentrated on our "food court" in the center of the festival.

As always, we will mail applications to last year's participants, and **all of our applications are posted on our website**. Please visit the site often to keep up with our preparations.

**Food vendor applications must be received by December 15, 2017.** Payment must accompany your application. Refund checks will be issued if your application is not accepted. Food vendors will be notified of their status by mid-January, 2018. A **certificate of insurance** naming Catfish Festival, Inc., as additional insured must be received, along with a copy of your **state tax identification** (commercial food vendors) or a copy of **501-C tax exempt letter** (Non-profit organizations, w/ W-9).

**All other applications are due by February 23, 2018.** All fees must be paid in advance, and refunds will be issued to those not accepted.

### **Our rules determining arts and crafts and commercial vendors:**

- Vendors selling ANY commercial item in their space *must* pay commercial vendor rates.
- If your business has a storefront, you must pay the commercial rate.
- An item bought elsewhere and then resold is considered a commercial item.
- If a vendor buys "handmade jewelry" from a source and then resells it, it is considered commercial.
- Jewelry is only considered arts and crafts if it is physically made by the vendor selling it.
- If the item is handmade, and ALL items being sold by that vendor are 100% handmade, they would register as an arts and crafts vendor.
- If an item is bought and then monogrammed or "added to" by the vendor, it is considered arts and crafts.

**The festival has the final say in the placement of ALL vendors.** Please be aware that the layout of this year's festival may include changes that could result in shifting some areas of the festival to a different location.

**Vendors must list everything they plan to sell on their application.** You will be allowed to sell only what is listed on the application and approved for you to sell. A representative photo or photos of your booth and what you plan to sell must accompany your application.

**The festival will not allow anything deemed unsuitable for a family audience to be sold.** Any vendor selling items deemed unsuitable by the Franklin Parish Catfish Festival and/or festival security will be asked to remove them from their display. Booths will be monitored closely.

**Special Requests:** We try to honor special requests such as electricity, former booth placement, being by a friend, etc. as much as possible, but those must be done on a date received basis; in other words, get your application in early! We can't guarantee that all requests can be honored, but we'll do our best to make your festival experience a good one!

If you have any questions regarding this application, please leave a message for Paul at (318) 435-7607. Preferably, please contact us via email at [info@franklinparishcatfishfestival.com](mailto:info@franklinparishcatfishfestival.com). **Email inquiries will result in the quickest response to questions regarding the upcoming festival.**

As always, thank you for your interest in our festival. We hope to hear from you soon, and look forward to having you as a participant in the 32nd annual Franklin Parish Catfish Festival!

**The 2018 Catfish Festival Board of Directors**

18  
COM



P. O. Box 187 - Winnsboro, LA 71295  
Phone: (318) 435-7607 / Fax: (318) 435-2994  
www.franklinparishcatfishfestival.com

Saturday, April 14, 2018, 8 am - 5 pm

|                        |       |
|------------------------|-------|
| <i>Office use only</i> |       |
| Date rec'd             | _____ |
| Amt. paid              | _____ |
| Ck/MO #                | _____ |
| Booth                  | _____ |

## COMMERCIAL VENDOR APPLICATION

- Booth spaces are 12' wide x 10' deep.
- Confirmation notices will be sent out with booth space assignments in **March, 2018**.
- Vendors are responsible for their own tables, tents, chairs, extension cords, etc.
- Representative photos of the items sold** must accompany your application, if applicable.
- Vendors must collect sales tax.** You will receive a tax packet upon registration at the festival containing local and state tax information. We are required to furnish the state and city tax offices all vendor contact information. If you are in arrears on sales tax from a previous festival, your application will not be considered.
- This is a family oriented festival.** No sexual, racial or adult novelty items are permitted. Any exhibitor in

|   |         |
|---|---------|
| <b>Booth Fees</b> (All fees are non-refundable)                   |         |
| Each space  | \$ 125  |
| Rides, games, etc. <small>* Depends on space requirements</small> | *\$ 225 |
| Electricity Hookup  | \$ 10   |

possession of these items will be asked to leave. Absolutely NO spray string, invisible ink products, pepper spray, fireworks, or weapons allowed.

- The festival reserves all rights to use the festival name and logo. Any items with the unauthorized use of either will be removed.
- For more information, call (318) 435-7607 or go to [www.franklinparishcatfishfestival.com](http://www.franklinparishcatfishfestival.com).
- The festival cannot be liable in any way for damage, lost work or injury to persons participating. If insurance is desired it must be secured by the individual exhibitors. All reasonable care will be exercised.

**IMPORTANT: Because of the high demand for booth space, the application deadline is February 23, 2018. All payments will be deposited. Any refunds will be issued by the festival.**

Your Name \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email address \_\_\_\_\_

Your LA Tax ID # \_\_\_\_\_  
(If available)

Product description (describe fully)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

|  |                 |
|--|-----------------|
| _____ space(s) @ \$125 each                    | \$ _____        |
| _____ Ride/games @ \$225* each                 | \$ _____        |
| <small>* Depends on space requirements</small> |                 |
| _____ electricity @ \$10 (110v only)           | \$ _____        |
| <b>Total enclosed:</b>                         | <b>\$ _____</b> |

*Vendor, its officers, and members shall hold harmless and defend the Franklin Parish Catfish Festival and its agents, officers and volunteers from all liability, judgments, suits, costs and actions, including attorneys' fees and all costs of litigation of every kind and description brought or rendered against the Franklin Parish Catfish Festival as a result of loss, damage or injury of persons or property by reason of any act of failure to act by its officers, members or volunteers.*  
**I have read the terms and conditions and agree to abide by them.**  
**Receipt of fees is a commitment to participate and no refunds will be made.**

Signature of Vendor \_\_\_\_\_

Date \_\_\_\_\_

attach second sheet if necessary