

Great Mississippi River Balloon Race  
Arts & Crafts Fair  
Natchez, Mississippi  
October 20-22, 2017

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Date: March 14, 2017

To: 2017 Arts & Crafts Vendors

From: 2017 Great Mississippi River Balloon Race Committee

October 20-22, 2017, will mark the 32<sup>nd</sup> annual Great Mississippi River Balloon Race in Natchez, Mississippi. GMRBR is a weekend long hot air balloon festival featuring regional and national musical acts held atop the Natchez bluff overlooking the Mississippi River. Starting with the "Balloon Glow" Friday night, and continuing through Sunday evening, the Great Mississippi River Balloon Race is one of the most well-attended annual events in Natchez with over 15,000 attendees.

The Festival hours are as follows:

Friday, October 20<sup>th</sup>: 5:30 PM-10:00 PM

Saturday, October 21<sup>st</sup>: 11:00 AM-10:00 PM

Sunday, October 22<sup>nd</sup>: 12:00 PM-6:00 PM

**You are invited to join our third arts and crafts show to be held just outside the entrance of the festival grounds along Broadway Street on Saturday and Sunday. Most traffic into the festival will pass directly through the arts and crafts area entrance.**

Vendors must provide their own tent, tables, chairs, displays, cords, lights and anything else needed for the completion of booth space.

The following items are acceptable works for entry, and more than one category may be submitted:

Decorative: wall hangings, stained glass, garden art, etc.

Functional Crafts: musical instruments, soap, baskets, clothing, purses, leather, etc.

Graphics, Drawings and Printmaking

Jewelry

Mixed Media: works combining two or more mediums

Painting: oils, acrylics, watercolor

Photography

Pottery/Ceramics

Sculpture: 3D forms including clay, metal, glass, fiber, wood, etc.

Woodworking: furniture, bowls, carvings, etc.

Excluded submission types include:

- Commercially manufactured items
- T-shirts
- Commercial jewelry
- Mass-produced items
- Sales representatives for direct sales companies
- Food items

**Artist Selection Process:** Artists are to be selected by the 2017 Great Mississippi River Balloon Race Committee at its full discretion. Selection is based on the images submitted with their applications. Therefore, current quality photos which show your work and booth display for selection are needed. Images must be representative of the works that will be shown at our Festival. Selection is based on quality and skill in workmanship, original and creative ideas and attractiveness of display. Artists can share a booth space as long as all art intended for sale and display is submitted for approval on one application. Artists will be notified as soon as the application has been reviewed by the Committee. Exhibiting artists must be at least 18 years of age.

### **Rules and Regulations**

An accepted application is a commitment to participate in the show. **NO REFUNDS** will be made for any reason, including inclement weather. Accepted artists must exhibit the full two (2) days of the show and be in their booths during designated Festival hours. Booth sitters will be provided upon request.

Designated exhibition hours:

**Saturday, October 21<sup>st</sup>: 10:00 AM-6:00 PM**

**Sunday, October 22<sup>nd</sup>: 11:00 AM-4:00 PM**

Vendors are allowed to exhibit outside of these hours on Saturday and Sunday in addition to designated times. Failure to exhibit during designated exhibition hours may result in vendor application being declined next year. Vendors are responsible for the security of their props, displays, works and any other items in your possession on the grounds and surrounding area of the Great Mississippi River Balloon Race. Vendors bear the responsibility for all setup and security needs for their exhibits. The Festival does not require vendors to show proof of insurance; however, it is recommended that each vendor be covered under their own insurance. Please allow for restocking during Festival hours as vehicles are not allowed in the exhibit area after the show opens.

The Mississippi Tax Commission requires that sales tax be collected from each vendor on Sunday before you depart the site. We will provide sales tax forms to each vendor upon check-in at the site and will collect them at the end of the event.

### **Booth Information:**

10'x10' and 10'x20' spaces will be made available for exhibition Saturday and Sunday of the Festival. There is 5' between each tent for easy walk through.

**10'x10' vendor space: \$75.00**

**10'x20' vendor space: \$125.00**

**Prices on spaces any larger can be negotiated.**

**Electricity (up to 700 watts): as needed; all cords and lights are vendor responsibility**

### **Vendor Check-in/ Setup:**

Vendor check-in begins at 7:00 a.m. on Saturday, October 21<sup>st</sup> on site at the arts and crafts area.

**Location**

Booth spaces will be marked out with a number and perimeter of booth along Broadway Street between State and Washington Streets. Vendors may begin setting up at 7:00 AM on Saturday and 8:00 AM on Sunday.

**Booths must be set up and ready for business by 10:00 AM on Saturday and 11:00 AM Sunday. There will be no vehicles allowed inside the arts and crafts area after these times.** In years past, customers have begun showing up an hour prior to festival gates opening. Early setup ensures safety for vendors and festival goers, and early sales!

**Each vendor will get 2 weekend passes (good for Friday, Saturday and Sunday) to enter the festival grounds where food and drinks are available for purchase. Free designated parking will also be provided within walking distance of the exhibition area. A bathroom will be provided for vendors on site. Booth sitters will be provided upon request.**

Further information about site setup, festival schedule, and registration will be provided once the number of vendors attending has been determined.

Booth rental is to be paid in advance and is due by October 1<sup>st</sup>. Please mail payment and application to:

**Great Mississippi River Balloon Race  
P.O. Box 1775  
Natchez, MS 39121**

If you have any questions, do not hesitate to call, text, or email.

We look forward to seeing you in October!

Kind Regards,

Kelin Hendricks  
kelinhendricks@mac.com  
(601) 597-6927

**Great Mississippi River Balloon Race  
Natchez, Mississippi  
October 20-22, 2017  
Arts & Crafts Vendor Application**

**Please return this form with payment no later than October 1, 2017 to  
Great Mississippi River Balloon Race, P.O. Box 1775, Natchez, MS 39121**

First Name

Last Name

Business or Studio Name

Address

City

State

Zip Code

Phone

Email

Website/Social Media Handle

Which category or categories best describe what you are interested in selling: (see vendor letter for category breakdowns)

- |  |   |                                      |   |
|--|---|--------------------------------------|---|
| <input type="checkbox"/> Decorative Arts   | <input type="checkbox"/> Painting         | <input type="checkbox"/> Mixed Media | <input type="checkbox"/> Graphics, Drawings & Printmaking |
| <input type="checkbox"/> Functional Crafts | <input type="checkbox"/> Photography      | <input type="checkbox"/> Woodworking | <input type="checkbox"/> Other                            |
| <input type="checkbox"/> Sculpture         | <input type="checkbox"/> Pottery/Ceramics | <input type="checkbox"/> Jewelry     |   |

Describe your medium(s) to be displayed and sold:

Digital photos of current work /products may be submitted with the application on disk or USB flash drive, or emailed to kelinhendricks@mac.com. Applications will NOT be accepted without photos depicting work/products to be sold.

Description/Work Title of Image #1

Description/Work Title of Image #2

Description/Work Title of Image #3

Description/Work Title of Image #4

Booth Size:  10'x10' (\$75.00)  10'x20' (\$125.00)  Other - Specify size \_\_\_\_\_

Electrical Needs (up to 700 watts supplied):

Is electricity needed?  No  Yes

Is additional electricity needed?  No  Yes, how much needed?  
\_\_\_\_\_ Additional watts

**The Mississippi Tax Commission requires that sales tax be collected from each vendor on Sunday before you depart the site. GMRBR will provide a sales tax forms to each vendor upon check in at the site and will collect them at the end of the event.**

I, \_\_\_\_\_, agree to abide by the rules of the Great Mississippi River Balloon Race and I understand that Great Mississippi River Balloon Race, Historic Natchez Foundation, the City of Natchez and all participating parties are not responsible for any loss, damage, or stolen merchandise or any personal injuries, nor will I be a party to any legal action. I authorize Great Mississippi River Balloon Race to use my slides and any information for publicity purposes in advertising and Great Mississippi River Balloon Race publications.

Applicant's Signature

Date