

**16th ANNUAL HUNTINGTON RIB & MUSIC FEST
MARKETPLACE 2011 APPLICATION**

This form is intended to serve as your application for the Huntington Rib & Music Fest Marketplace at Huntington's Harris Riverfront Park. The 16th annual Festival is scheduled for August 11-14 of 2011. Your signature on this application confirms that you understand the rules and regulations and you are agreeing to abide by these regulations.

Signature: _____

***** PLEASE PRINT CLEARLY *****

NAME OF EXHIBITOR: _____

NAME OF BUSINESS: _____

ADDRESS: _____

CITY _____ ST _____ ZIP _____

TELEPHONE: _____

E-MAIL: _____

List the items you plan to sell or distribute at RIB & MUSIC FEST:

PLEASE BE SPECIFIC

(1) _____

(2) _____

(3) _____

If you have any special needs, please list below and we will do our best to accommodate you.

2011 RIB & MUSIC FEST MARKETPLACE BOOTH INFORMATION

A standard single booth is 10' x 6' and includes the following:

1- 8 ft. table 2 - padded chairs 1 - 110V outlet 2 - exhibitor badges

ENTRY INFORMATION:

STANDARD RATE:

Single (10x6): \$65 _____ Double (20x6): \$115 _____ = \$ _____

Sun., Aug. 14th is optional. Do you plan to participate? YES NO

RV SPACE _____ DAY(S) @ \$15.00/NIGHT = \$ _____

Check in time is 5:00pm (Includes water, electric, tax)

Thur - Fri - Sat - Sun (Circle Days to be here)

*** RV Camping site located 2 blocks from Market Place area.**

ADDITIONAL EXHIBITOR BADGES _____ @ \$1.00/EA. = \$ _____

(Note: 2 badges are included with each application)

APPLICATION FEE (non-refundable) = \$ **10.00**

TOTAL AMOUNT DUE = \$ _____

MAKE CHECK OR MONEY ORDER PAYABLE TO THE **BIG SANDY SUPERSTORE ARENA, ONE CIVIC CENTER PLAZA, HUNTINGTON, WV 25701**. APPLICATIONS WILL BE PROCESSED ONCE FULL PAYMENT IS RECEIVED. THANK YOU FOR YOUR COOPERATION.

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If you have questions, please call (304) 696-5990 and ask for Huntington Rib & Music Fest assistance or visit www.bigsandyarena.com. Email questions to bajus@bigsandyarena.com or brady@bigsandyarena.com.

**2011 RIB & MUSIC FEST MARKETPLACE
RULES & REGULATIONS**

- Exhibitors must submit one (1) photograph of your booth during a craft show, one (1) photograph of each item to be sold, and a list of three (3) references from other arts & crafts Festivals you have participated in. No new applications will be processed without photographs and references unless discussed in detail with Festival staff prior to acceptance.
- The Arena management reserves the right to reject any exhibitor.

- Huntington Rib & Music Fest Marketplace does not provide exclusivity regarding products or services. Every effort is made to create a show that provides quality and choice for our patrons.
- Vendors must list on your application ALL that will be sold or distributed at Huntington Rib & Music Fest Marketplace Tent. Huntington Rib & Music Fest Marketplace management reserves the right to reject any exhibitor who does not meet requirements. Misrepresentations will result in forfeiture of booth fees.
- Applicants must be at least 18 years of age, unless special permission has been granted by the Big Sandy Superstore Arena.
- Exhibitors are responsible for any and all taxes and fees associated with the show. This includes, but is not limited to, State of WV taxes, local taxes, and City of Huntington licenses.
- Exhibitors are responsible for providing easels, extension cords or any other display equipment required. An electrical outlet will be supplied, with booth rental. Please make a careful assessment of your needs. There will be NO REFUNDS on items or materials not used.
- Sales booths must be staffed and REMAIN OPEN FOR ALL HOURS of the Huntington Rib and Music Fest Marketplace. Exhibitors will be responsible for booth staffing and the Ribfest assumes no responsibility in providing relief personnel.
- Early move-outs result in disqualification from any future Huntington Rib & Music Fests.
- Vendors may not advertise for other events in booth without written consent of the Huntington Rib & Music Fest.
- Each exhibitor receives two (2) exhibitor badges per application, which will be honored throughout the show. You may purchase additional badges, if needed. Badges are required for admittance into Huntington Rib & Music Fest Marketplace including the show itself.
- HRP will open to vendors at 8:00am on Friday for move in.
- HRP will open to vendors one hour prior to general public admission on Saturday and Sunday. Show Hours:

Friday – 11:00am – 11:00pm
 Saturday -11:00am – 11:00pm
 Sunday – 12:00pm – 5:00pm (optional)
 (Subject to change)

- Solicitation of materials will NOT be permitted without written permission of the Huntington Rib & Music Fest.
- A non-refundable APPLICATION FEE OF \$10.00 must be included with your application fees. This administrative and processing charge is non-refundable, even if your application is rejected.
- Your cancelled check does not denote acceptance. Payment IN FULL must accompany application in order for it to be processed.
- **NO REFUNDS will be issued once your application has been processed, unless the application is rejected.**