



**Town of Dumfries
Fall Festival
Saturday October 23rd, 2010
10am-3pm
Merchant Park
(Corner of Duke & Cameron St.)**

Sponsored by the Town of Dumfries & Dumfries-Triangle Rescue Squad

The Town of Dumfries and the Dumfries-Triangle Rescue Squad welcomes you as an exhibitor to the Town's 9th Annual Fall Festival.

General Information

The Fall Festival will be advertised "Open to the Public" from 10am-3pm, Saturday, October 23rd, 2010. Visitors to the Fall 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. Crafters may begin "setting up" at 7am the morning of the Festival. 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 3pm.

Public restroom facilities are available on-site. Trash receptacles will be located throughout Merchant 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 Merchant Park.

Please keep in mind that the Town Festival is always a "work-in-progress". Our goal is to make the day's event a fun, family-day for all residents to enjoy.

If you have any questions or concerns, please contact Cathy Holtzlander, Assistant Town Manager at 703-221-3400, ext. 115 and leave a message, by email at choltzlander@dumfriesvirginia.org, or write Dumfries Fall Festival, 17755 Main Street, Dumfries, Virginia 22026.



Town of Dumfries Fall Festival Exhibitors' Rules & Regulations

Eligibility:

There are no residential requirements for participation in the Town of Dumfries Fall Festival. We welcome quality artists and craftsmen from all areas.

The Festival will be held at Merchant Park, located at the corner of Duke & Cameron Streets within the Town of Dumfries.

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 10:00am-3:00pm, Saturday, October 23rd. 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. 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.

Parking:

Unlike previous years, 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. Some assistance will be available to help transport your supplies & merchandise to your vendor location. We kindly ask that you adhere to the 20 minute unloading window so that all vendors have adequate time to set up their displays.

After unloading is complete, each vendor will be required to move their vehicles to the designated event parking areas. Overflow event parking will be available at Dumfries Elementary School, Dumfries United Methodist Church and Dumfries Town Hall.



**Town of Dumfries
Fall Festival
Saturday October 23rd, 2010
10am-3pm**

Sponsored by the Town of Dumfries & Dumfries-Triangle Rescue Squad

**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:

Number of Sites (spaces) Requested: _____

Have you exhibited in a public show before? Yes ___ No ___

Please make checks payable to "Town of Dumfries Fall Festival"

Mail to: Dumfries Fall Festival
Attn: Ms. Cathy Holtzlander
17755 Main Street
Dumfries, Virginia 22026

Please direct any inquires to the Town of Dumfries Fall Festival, 17755 Main Street, Dumfries, Virginia 22026. For additional information, contact Ms. Cathy Holtzlander, Assistant Town Manager via email at choltzlander@dumfriesvirginia.org or 703-221-3400 ext. 115.

I have read and understand the attached rules & regulations. I agree, as the exhibitor, to not hold the Town of Dumfries and the Dumfries-Triangle Rescue Squad or any of the committee members 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 #:	_____