



Prater Music Fest
May 11-13, 2023 in Ocilla, GA
Ocilla City Hall attn: Prater Music Fest
111 N. Irwin Avenue or PO Box 626
Ocilla, GA 31774
pratermusicfest@gmail.com

2023 VENDOR APPLICATION - Must Apply by April 28th!!

Please complete this form in its entirety, sign the release on the back, and either email it to pratermusicfest@gmail.com or mail it. If your application is accepted, you will be notified and billed. Keep a copy for your records.

Event Times

Thursday, May 11th, 6PM-9PM; Friday, May 12th, 6PM-10PM and Saturday May 13th, 10AM-10PM

Location

Old Irwin County Elementary School Auditorium located at 102 N Alder Street, Ocilla, Georgia

The City of Ocilla and the Prater Music Fest Committee invite you to join us for the 2023 Prater Music Fest. Vendors are invited to set-up on Friday, May 12th and Saturday, May 13th. There will be something for everyone, including live music and entertainment, children activities, food vendors and more. Food vendors are invited to set up and serve Friday, May 12th and Saturday, May 13th. Arts/Crafts vendors are invited for our all-day event on Saturday, May 13th.

Fees:

- **Hand Made Item / Georgia Grown Vendor: \$50** Booth Size is 12x12
(Retail booth spaces will be limited and selected based on qualifications)
- **Food / Beverage Vendor: \$75/both days, \$50/Saturday only;** Booth size is 12x12
- **Amusement/Children's Activity (i.e. bouncy house, slide, etc): \$50**
- **Non-Profit/Civic Group Informational;** Booth size is 12 x 12
 - **No Cost (no sales allowed)**

*If additional space is required, there will be an additional booth fee. Fees include electricity(if needed) and access to water.

*Vendors will be chosen based on what categories they fill. The Prater Music Fest Committee reserves the right to deny any application.

**All committee members are volunteers. This is an event in which all proceeds go towards the Dave Prater Music Scholarship and the Prater Music Fest funds that provide the entertainment for the event. We appreciate your participation and support to keep this event going.

Sales Tax: Vendors will be responsible to collect and report ALL sales tax.

Non-Profit: No sales will be allowed by a non-profit group if you choose the "no cost" space. If you would like to sell items, you must apply as a separate vendor. The Prater Music Fest committee reserves the right to determine if a group is a true non-profit.

*In order to exhibit as a non-profit for no cost, please provide some type of children's activity/craft, preferably at no cost. *

Food Vendors do not have to obtain a special permit at this time, but must follow Servsafe Food Safety Protocols. Beverage Vendors must obtain a special event permit from The City of Ocilla, then apply for a special event permit from the Department of Revenue.

RULES

On the Friday of the festival (May 12th), all food/beverage vendors need to be in their assigned space, ready to go at 6:00PM. Friday's musical acts will begin around 6:30PM and end at 10PM. We ask that all food/beverage vendors be open and available to serve from 6:00PM-10:00PM on Friday.

On the Saturday of the festival (May 13th), all vendors need to be in their assigned space, ready to go at 10:30AM. The musical acts of the day will start at 11AM and end at 10PM. We ask that all food/beverage vendors be open and available to serve from 11:00AM-10:00PM on Saturday. We ask that arts and crafts vendors stay open until at least 5PM (later is fine) on Saturday, May 13th and that ALL VENDORS breakdown/clean their space by 11PM that night.

Food/beverage vendors may not tear down before the official closing of the event (10 pm).

The number of vendor spaces is limited. Selection for food/beverage vendors will be based on a variety of menu items, uniqueness, menu pricing and date of receipt of application. Only foods listed on the application and approved may be sold during the festival. The festival reserves the right to exclude items from the vendor's menu.

All accepted vendors are required to come to the festival check-in before setting up. Space assignments as determined by the festival board are final. All Vendors will be given notice if they are accepted to vend. Vendors must portray a family oriented image.

Tables, chairs, tents and electrical cords are not provided. All tents must fit within the purchased space. If it does not fit the purchased space, an additional booth space must be purchased. Please let us know if you need multiple spaces ahead of time.

No refund will be made for inclement weather or other acts of God over which the festival board has no control, and the risk of loss from such an event shall be borne by the exhibitor. This is an open-air show. There will be no refunds or rain checks if you determine that you cannot attend the festival.

If any tables are left overnight on Friday, May 12th, they must be covered with a sheet or tent walls before leaving that night. Though the venue will be monitored by police, vendors who leave their items do so at their own risk.

SET-UP

1. All accepted vendors are required to come to the festival check-in before setting up. Set up will be Friday, May 12, from 10:00a.m. until 4:30p.m. and must be completed by 4:45p.m. Vehicles will be permitted in the vendor's area for unloading only. Move your vehicle as soon as you are done unloading. All vehicles must be clear of the venue prior to 4p.m. Vehicles remaining after 4p.m. may be ticketed and towed at the owner's expense.
2. All equipment necessary for keeping, preparing, and serving food will be the responsibility of the vendor.
3. Please indicate on the application if you need electricity and/or water. If you plan to bring your own generator, please specify on the application.
4. No personal trailers, campers, etc. will be allowed to remain in the vendor area.
5. All concessions must be kept in a clean and sanitary condition at all times. Smoking is not allowed in Food Areas (Georgia State Law).
6. All food booths will be required to have a working fire extinguisher on their premises.
7. Vendors may not dismantle before the appropriate times
Food vendors must stay open until 10PM. Arts/craft vendors must stay open until 5PM.

Please Print or Type

Business/Vendor Name: _____

Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Email: _____

Electricity Needed? _____ Water Needed? _____ Providing Your Own Generator? _____

List **All** Handmade, Georgia Grown, Food or Beverage Items you plan to sell. If it is an extensive menu, you may attach a copy.

(please provide pricing, menu and PHOTO of your booth):

What is your setup (tent, trailer, etc.)? _____

If your application is accepted, you will be billed. Vendors will NOT be allowed to set up until all fees are paid. No illegal items (imposter/knockoff) will be allowed.

You can email your application, booth pictures, and any other questions to pratermusicfest@gmail.com

If mailing, send application to
Ocilla City Hall
ATTN Prater Music Fest
111 S. Irwin Avenue
Ocilla, Georgia 31774

AGREEMENT

I hereby make an application to become a vendor at the 2022 Prater Music Fest. I have read the festival rules established by the Prater Music Fest Committee. I agree to abide by the rules and instructions stated on this application. By signing this application, I hereby and forever discharge the City of Ocilla, the Prater Music Fest Committee and the Ocilla Downtown Development Authority of and from all manner of actions, suits, damages, claims and demands whatsoever in law or equity from any loss and damage to the undersigned's property while in possession, supervision of auspice of the Prater Music Fest Committees, City of Ocilla, their agents, representatives or employees. The Prater Music Fest reserves the right to make final interpretations of all rules. A completed application is a commitment to operate at the festival and to abide by the festival rules. No refund on vendor's fees will be made for cancellation. Signing this application acknowledges that the signee has read the agreement on this form and agrees to abide by the Prater Music Fest rules.

Signature _____ Date _____