

Suffolk Festivals, Inc., and Big Daddy Motorsports

# Suffolk Mud Jam

April 13, 2019 - 10am to 6pm

## Arts & Craft

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Website: \_\_\_\_\_

Exhibit size \_\_\_\_\_

Spaces are 20 X 20 free standing and require tent cover or self-contained units. Exhibitors must provide their own display equipment including tent, tables and chairs

**Space fee of \$50 for each 20 X 20 space to accompany application.** Checks are to be made payable to Suffolk Festivals, Inc.

Describe fully the appearance of the exhibit and list all items for sale.

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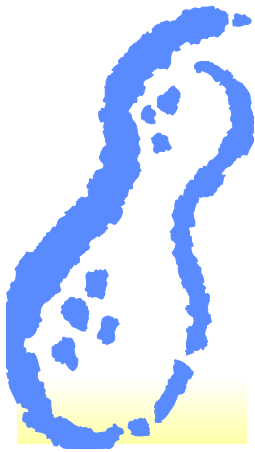
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### Tent Rules

Electric Heaters are not allowed in tents and no combustible materials including straw, hay or shavings can be used in displays. This is a Fire Code requirement set forth by the Suffolk Fire Marshall.

### Electrical Policy

Notice is hereby provided to all vendors that the electrical pedestal or plug from which you obtain power at the festival site shall remain exactly as you find it upon set up.

If there are any electrical connections to be made other than an extension cord, you must contact the festival office who will report your requirements to the electrical coordinator. If any alterations are found during the festival or following the event, the vendor will be responsible for the cost to replace or repair the original equipment.

If there is more than one vendor per pedestal, both vendors will be held responsible for alterations in the electrical equipment and be charged for damages incurred, unless the responsible party steps forward.

This policy insures the safety of our vendors, operators and festival visitors, and we require complete cooperation.

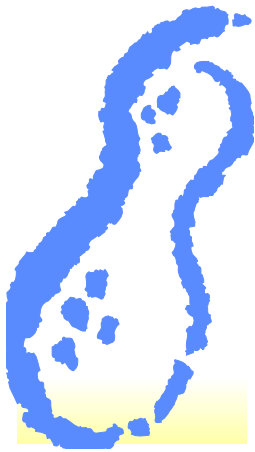
### Certificate of Participation

I /we do guarantee to indemnify and save harmless Suffolk Festivals, Inc and the City of Suffolk as their interests may appear from any liability it may incur as a result of my/our participation in the Suffolk Mud Jam activity which is scheduled to be held in the City of Suffolk, Virginia. This statement is given in the event my/our actions in the participation of the above mentioned should cause any liability to Suffolk Festivals, Inc. and the City of Suffolk.

My signature confirms that I have read and fully understand the contents of this application.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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The City of Suffolk has available for purchase a Business License that will cover all event Vendors conducting on-site sales during the event AND ALL OTHER EVENTS WITHIN THE City of Suffolk. You will need a business license to be allowed to conduct any business that money will be exchanged.

Please complete this form .

### Business License Exemption Verification Form

If you are a tax-exempt organization, a business not requesting "on-site" sales, or you already have a license on file with the City of Suffolk, you must complete the section below return with your application. This document will alert the Committee that you will not need to pay the additional fee to be covered under our umbrella Business License

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

Contact Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Reason for Exemption : \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date