



## **Annual National Shrimp Festival**

### **Rules & Guidelines for Vendors**

The Annual National Shrimp Festival is produced by the Coastal Alabama Business Chamber (CABC). The CABC retains the exclusive and sole right to sell *official* Shrimp Festival art, souvenirs and merchandise. Vendors will **NOT** be allowed to sell **ANY** items, or market any product that include the words “Annual National Shrimp Festival” or any derivative thereof including but not limited to , “Shrimp Festival”, “National Shrimp Festival”, “Shrimp Fest”, the year (49th Annual) or the term “Official Merchandise” if merchandise may be construed to be tied to the event itself.

- **Vendors must furnish their own tent & tent weights.** Tent must be secured/weighted properly. Anchoring to any City property is strictly prohibited. Staking in to the ground is prohibited without prior consent. Damages caused by vendor to City/Private property are the responsibility of the vendor. If you need to rent a tent please contact the CABC so we can provide you with contact information for authorized tent vendors.
- Vendors must provide their own tables, chairs, LED lighting & extension cords. (No longer than 25 feet and no smaller than 12 gauge)
- Vendors are required to obtain a City of Gulf Shores & Baldwin County/State of AL Business License to participate in the festival.
- Vendors are responsible for collecting and paying sales taxes. Tax forms will be included in vendor packets and tax collectors will be on site on Sunday, for your convenience, to pay sales taxes. It is the vendor’s responsibility to pay taxes. Any vendor that does not pay will not be issued license for the next year and will **NOT** be eligible to participate.
- All displays should be designed and constructed in good taste. Displays must not cause concern for the safety of festival attendees.
- Vendors may **ONLY** use the space provided and purchased. You **MUST** keep all of your stock and equipment within your designated area.
- Parking is extremely limited. A parking pass will be provided for each vendor. Vendor must display tag and contact information. It must be displayed correctly in windshield of vehicle. Any vehicle not displaying a parking pass will be towed at owner’s expense. We strongly encourage the use of the Gulf Shores City School Shuttle system whenever possible.
- Vendors are responsible for securing tents and merchandise at the festival. Security is provided before and during the festival. The CABC assumes no responsibility or liability for damage or loss of property in cases of weather, theft or vandalism or any other cause. It is the responsibility of the vendor to insure and secure their own property.
- Vendors must bring enough inventory to make it through the festival. Festival hours are 10:00 am - 10:00 pm Thursday- Saturday and 10:00 am - 5:00 pm on Sunday. Arts & Crafts, Fine Arts, CAV and Retail Marketplace **MUST** stay open for the duration of the festival. All vendors are encouraged to stay open for the duration of the festival.
- Vendors must check in during the hours scheduled for that area. All areas of the festival have different check in times. With little exception, any vendor that does not check in during the time allocated may forfeit their booth without refund. **NO VENDORS may pack up and leave early unless approved by committee.** Leaving early will automatically disqualify you from the following year’s festival.
- **No booth space can be sub-leased. Any vendor found subleasing space will automatically be disqualified from the festival and asked to leave without refund.**
- Electricity is provided to all vendors with restrictions. IF you are using too much power you will be

required to reduce your number of connections. No generators are allowed on festival site.

- If you send a sample of your product, the sample will not be returned.
- Active solicitation outside of booth space is prohibited.
- Vendors may begin breaking down their booths after 5:00 pm on Sunday and **NOT BEFORE!**
- **LOAD OUT INSTRUCTIONS AND PROCEDURES WILL BE COMMUNICATED BY YOUR COMMITTEE CHAIR. DO NOT TRY TO LINE UP OR MOVE YOUR VEHICLE UNTIL INSTRUCTED TO DO SO.**
- **NO COOKING OR GRILLING ON ANY PART OF THE SITE IS PERMITTED UNLESS YOU ARE A FOOD VENDOR.**
- **NO SMOKING IN OR AROUND VENDOR TENTS. SMOKING IS ONLY PERMITTED IN DESIGNATED AREAS. PLEASE DO NOT DROP YOUR CIGARETTE BUTTS ON THE GROUND.**
- **NO PETS ARE ALLOWED ON THE FESTIVAL SITE.**
- **THE SALE OF WEAPONS, TOBACCO AND ALCOHOL IS PROHIBITED.**
- **VENDORS MAY NOT BE UNDER THE INFLUENCE OF ALCOHOL OR NON PRESCRIPTION DRUGS DURING THE FESTIVAL.**

#### **Vendor Selection**

- **Vendor selection is a juried process. ALL vendors are required to submit photos of booth setup, art/crafts/merchandise. Fine Arts & Arts and Crafts vendors must also submit a photo of artist in studio working. Submissions for Arts & Crafts, Fine Art and Retail Marketplace must be submitted on flash drive or CD. Food vendors may submit a photograph of booth and menu.**

***By signing the vendor application for the 49th Annual National Shrimp Festival you are stating you have read, understand and will adhere to the rules and guidelines listed above. Any violations may result in the loss of space without refund and exclusion from the festival in future years.***



# 49th Annual National Shrimp Festival

October 8-11, 2020

## Retail Marketplace Vendor Application

Contact Name: \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Name on Festival Booth Sign: \_\_\_\_\_ Primary Phone# \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

**Email Required! Vendors will only be notified by email – All communication will be via email. NO EXCEPTIONS!**

**Email** \_\_\_\_\_

Have you participated in the National Shrimp Festival before? If yes, what year(s)? \_\_\_\_\_

Are you a member of the Coastal Alabama Business Chamber? \_\_\_\_\_

Describe, in detail, the items to be sold and/or activities: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Payment – \*If you are paying by check you must include separate checks for each payment. \$30 fee on all returned checks.**

**Application fee: \$35 Processes upon receipt of application. This is non-refundable!**

**Circle type of payment** Check or Money Order or Credit Card. **Make checks payable to Coastal Alabama Business Chamber.**

Credit Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_ Signature: \_\_\_\_\_

**Booth fees: \*\*MAXIMUM 4 10X10\*\***

**Non-Chamber Member:** \_\_\_\_\_ \$800 per 10x10 # of 10x10 requested space \_\_\_\_\_

**Chamber Member:** \_\_\_\_\_ \$500 per 10x10 **\*\*Booth Preference** \_\_\_\_\_ width \_\_\_\_\_ depth

**Application deadline is April 15, 2020. Booth fee payment will not be processed until acceptance is determined in June/July.**

**Booth fee cancellation /refund date is Friday, August 28, 2020 for a full booth refund.**

**No vendor is guaranteed booth location, despite previous participation in the National Shrimp Festival.**

A signed application constitutes a contract to follow and be bound by all Annual National Shrimp Festival Rules & Regulations and is a commitment to participate personally if accepted. Violation of rules & regulations prior to, during, or at the festival will result in loss of vendor space without refund. Applicant verifies that photos submitted accurately depict booth set-up & products to be sold.

Applicant will not be considered if this form is incomplete, unsigned, postmarked after deadline or received without correct fees. Your signature below certifies that you understand and accept all rules & regulations.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Office Use Only
Category _____
Date Received _____
App Fee _____
Booth Fee _____
Office Staff: _____

## Retail Marketplace Vendor Checklist

Please mail the following back to

Coastal Alabama Business Chamber  
Attn: National Shrimp Festival  
PO Drawer 3869  
Gulf Shores, AL 36547

- \_\_\_ Completed application
- \_\_\_ Payment (2 separate payments) Application Fee & Booth Fee
- \_\_\_ Signed Release of Indemnification
- \_\_\_ At least 1 printed photo of booth set-up from previous show/festival.

### **Business Licenses**

If accepted into the festival, the City of Gulf Shores and Baldwin County will require you to purchase a Festival Business License in Sept/Oct. 2020. Do not send these payments to the Chamber. Business license application will be emailed at later date.

City of Gulf Shores Business License: (251) 968-2426  
<http://www.gulfshoresal.gov/291/Business-Licenses-and-Taxes>

Baldwin County Business License: (251) 937-0245  
<http://baldwincountyal.gov/Government/probate/licenses/business-license>

Acceptance/ Non-acceptance **EMAILS** will be sent out in June 2020.

Last day to cancel with Full Booth refund is Friday, August 28, 2020. No refunds after that date.  
**NO EXCEPTIONS!!**

**Annual National Shrimp Festival Release and Indemnification Agreement**

Completion of application represents my commitment to participate in the Annual National Shrimp Festival to be held in Gulf Shores, Alabama. In the event that The Coastal Alabama Business Chamber is unable to hold the Annual National Shrimp Festival as scheduled by reason of war, insurrection, or acts of God or nature, then no refund shall be made and it is agreed that all contracts are null and void and there shall be no responsibility on the part of the Coastal Alabama Business Chamber and the Annual National Shrimp Festival for losses sustained by any person caused by such an event.

I have received and read the general guidelines and festival regulations and all of the rules and conditions contained therein which are hereby incorporated by reference. I agree to abide by them. For good value and consideration, including participant being permitted to participate in the Annual National Shrimp Festival ("EVENT") to be held October 8-11, 2020 at the Public Beach Area at the end of Highway 59 South, Gulf Shores, Alabama, the undersigned participant, for myself and my successors, heirs, employees, agents and affiliates (and in case of corporation, its officers, directors, and shareholders), (collectively the "PARTICIPANT") forever release and discharge the Annual National Shrimp Festival and The Coastal Alabama Business Chamber and each of its officers, directors, employees, agents and affiliates (herein collectively referred to as "ANNUAL NATIONAL SHRIMP FESTIVAL" ) from all claims, demands, losses, costs, expenses, suits, damages, obligations, liabilities, causes of action and judgment whatsoever, in law or in equity which any of the foregoing, any or all of the PARTICIPANT ever had, now or which they hereinafter can, shall or may have for, upon or by reason of any matter, cause or thing whatsoever existing out of the EVENT.

The participant AGREES TO AND DOES HEREBY ASSUME ANY AND ALL RISKS OF PERSONAL INJURIES TO THE participant, including death, and damages to PARTICIPANT'S property, caused by or arising out of PARTICIPANT'S involvement in the EVENT. The participant HEREBY AGREES TO DEFEND, INDEMNIFY AND HOLD the Coastal Alabama Business Chamber and the Annual National Shrimp Festival harmless from and against any claim, demand, suit, loss causes of action, damages, liabilities obligations, costs, expenses, and judgments (including without limitation death and damages to property) caused by PARTICIPANT'S acts or omissions or failure to abide by the rules and conditions contained herein. The Coastal Alabama Business Chamber and the Annual National Shrimp Festival reserve the right to final interpretation of all rules.

**\*UNSIGNED APPLICATIONS WILL NOT BE CONSIDERED\***

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**PRINT NAME**

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**Applicant's Signature**

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**Date**