
2017

JOHNNY
CASH

HERITAGE
FESTIVAL

DYESS ARKANSAS

October 19-21

ARTS AND CRAFTS
VENDOR PACKET

**2017 Johnny Cash Heritage Festival
ARTS AND CRAFTS VENDOR
APPLICATION, INFORMATION, AND REQUIREMENTS**

We are pleased to invite you to apply as an arts and crafts vendor for the inaugural Johnny Cash Heritage Festival (JCHF), Oct. 19-21, 2017 in Dyess, Arkansas. This festival celebrates the legacy of Johnny Cash, along with the agricultural resettlement colony and other New Deal programs of the 1930s that shaped the man and his music.

This three-day festival will begin at noon on Thursday, Oct. 19, with a symposium in the Dyess Colony Visitors Center (located in the Colony Circle) that continues all day Friday. Regional music will be performed in the Colony Center on Thursday and Friday evenings until 9 p.m. Arts and crafts vendors and demonstrations will be held throughout both days in the Colony Circle.

On Saturday, major music events will be held from 12:15 until 5 p.m. in the field adjacent to the Cash Home, culminating with performances by Rosanne Cash and Kris Kristofferson. Gates for Field Concert performances will open at 11 a.m. and close at 6 p.m. Thus, the festival offers two opportunities for arts and crafts vendors:

- Colony Center set-up from noon until 9 p.m. Thursday, Oct. 19, and from 9 a.m. until 9 p.m. Friday, Oct. 20. (Must remain both days. NO EARLY DEPARTURES).
- Cash Farmstead Field set-up from 11 a.m. through 6 p.m. Saturday, Oct. 21. (NO EARLY DEPARTURES).

You may register for one or both of these venues, but you must be able to abide by all rules regarding set-up and take-down times.

General Information

Potential JCHF arts and crafts vendors will be selected based on:

- Relevance to the heritage of the region.
- Relevance to the heritage of the 1930s or 1940s eras.
- Relevance to the music of the region.
- Cooperation with JCHF staff and committees.
- Cooperation with Health Department Staff.

We particularly seek original, handmade works from regional artists and crafters. Prints of two-dimensional work also are appropriate. Demonstrations of early 20th century arts and crafts and rural lifestyles also are encouraged.

IMPORTANT DATES

July 31, 2017	Vendor Application and Attachments Due
August 31, 2017	Acceptance letters sent out
September 19, 2017	Deadline for all remaining paperwork and Fee Payment
October 19-21, 2017	Johnny Cash Heritage Festival

Rules and Regulations

- All items and prices must be pre-approved by the JCHF Vendor Committee.
- NO item or price changes after the contract has been signed without JCHF consent.
- A \$50.00 clean-up deposit fee is required and will be refunded within two weeks after the festival if all conditions are met.
- Vendor will be issued a vehicle pass at time of set-up. The pass will allow entrance and exit to the festival area at approved times.
- All decisions regarding booth location are at the discretion of the JCHF staff.
- It is the Vendor's responsibility to furnish the assigned booth space. The JCHF will not provide tents, tables, chairs, or display materials.
- Vendor may not distribute literature, coupons or other materials without prior written approval from JCHF. Absolutely NO tip jars.
- Vendor shall provide adequate trash receptacles with trash bags outside its premises. Vendors shall not use trash receptacles provided by Town of Dyess.
- Premises should be left in as good condition as the vendor found them; this includes picking up trash at and around vendor area.
- JCHF is not responsible for loss of sales due to weather or other events and offers no guarantee of sales.
- This is an outdoor festival and will not be cancelled because of rain. Vendors should come prepared for the weather.
- Vendors are responsible for complying with all JCHF and county and state tax regulations.
- No food or drink may be given away at arts and crafts booths. Small wrapped candies are permitted.
- Other items not permitted include t-shirts, hats, koozies, buy-sell items, mass produced items, drug paraphernalia, tobacco products, knives, weapons, or toys that look like or may be used as weapons. ***Nothing can be sold with the Johnny Cash Heritage Festival logo on it.***
- Vendors are responsible for maintaining the working order of their equipment throughout the festival.
- Vendors may not share booths, and transfer of booth space to another vendor is not allowed.
- All merchandise must be clearly marked.
- Booths must remain open during designated times.
- Vendor shall be responsible for collecting money from the sales of all items. JCHF, Arkansas State University-Jonesboro, and organizations associated with the event shall not be responsible for collecting money from sale of items, nor be responsible or obligated to compensate Vendor in any way. Vendor shall not be obligated to share the proceeds from the sale of items at the event with JCHF, Arkansas State University-Jonesboro, and organizations associated with the event.
- It is the responsibility of the vendor to pay any applicable taxes

Colony Center Vendors

- Booth set-up may begin after 7 a.m. Thursday, Oct. 19 and must be open by noon.
- No vendor vehicles may be in the Colony Center once the festival has opened each day.
- Vendor vehicles will be allowed back on site from 9 -11 p.m. Thursday or from 7 to 9 a.m. Friday for restocking. Drivers must show Vendor Pass.
- 24-hour limited security will be provided. However, all items in the vendor area remain the responsibility of the vendor. The JCHF, event volunteers, Arkansas State University-Jonesboro, and organizations associated with the event assume no responsibility or liability for loss or damaged items or equipment or product.
- All Colony Center vendors must be off the festival premises by 11 p.m. Friday, Oct. 20.

Cash Field Stage Vendors

- Booth set-up may begin after 6 a.m. Saturday, Oct. 21, and booths must be open by 11 a.m.
- No vendor vehicles may be in the vendor area after 11 a.m.
- Drivers must show Vendor Pass to security at barriers.
- Vendors must be off the festival premises no later than 10 p.m.

Permits

Approved vendors will be provided an official JCHF permit. This must be displayed in a prominent position for the duration of the festival.

Insurance

The Vendor shall obtain and maintain insurance in an amount deemed sufficient by Arkansas State University – Jonesboro, in its sole reasonable discretion, based upon the goods or services Vendor proposes to sell at the JCHF and shall provide a copy of such policy. Vendor agrees to indemnify and hold harmless Arkansas State University – Jonesboro and its employees, agents and representatives from any personal or property damage suffered by any person based on Vendor's provision of goods or services at the JCHF, Vendor's goods or services themselves, or Vendor's attendance at the JCHF.

Indemnification

The Vendor agrees to indemnify and hold harmless the Johnny Cash Heritage Festival, Historic Dyess Colony: Johnny Cash Boyhood Home; Arkansas State University-Jonesboro, Town of Dyess; and any JCHF sponsors, agents or other vendors against loss resulting from an activity of the vendor during the festival. Vendors must sign and return the indemnification agreement (Attachment B) by September 19, 2017

Termination Rights

JCHF through the Festival Director or designee reserves the right to terminate the operation of the vendor at any time during the Festival for any of the following reasons.

- A professional manner is not maintained by the vendor and its employees
- Vendor or its employees commits any act detrimental to the purpose of the Festival
- Vendor and/or employee sells any product not listed on the approved list
- Vendor or its employees fails to cooperate with Festival management staff
- Vendor or its employees disregards any of the Regulations and Requirements

Separate Parties

You understand and agree that you are an independent contractor and that your selection to participate as a vendor at the JCHF is not evidence of an agency or joint enterprise. In no event shall any of the parties involved be deemed to be an employee of the other, and neither may enter into any agreement on the other's behalf, nor shall either be entitled to any sort of wages based on the performance at the JCHF.

CHECKLIST

- Full payment, which includes space rental, all deposits or charges, etc., must be sent with finalized and signed attachments by September 19, 2017.
- Clean up deposit of \$50.00 is due September 19, 2017. Deposit is refundable after Vendor Chairman inspects and signs off on your space. Refund will be mailed back within two weeks of the conclusion of the JCHF.
- Proof of Insurance will be required no later than September 19, 2017.
- There will be a \$35.00 charge each time a check is returned.

**2017 Johnny Cash Heritage Festival
APPLICATION FOR ARTS AND CRAFTS VENDORS**

Please return application, with ALL attachments to JCHF by July 31, 2017

Organization/Vendor Name: _____

Contact Person: _____

Mailing Address: _____

City/State/Zip: _____

E-mail Address: _____

Home Phone: () _____ Business: () _____

Cell: () _____ Fax: () _____

LOCATION

_____	Dyess Colony Center: 10 x 10 booth (Noon Thursday, Oct. 19, through 9 p.m. Friday, Oct. 20)	\$70
_____	Cash Farmstead Field: 10 x 10 booth (11 a.m. through 6 p.m. Saturday, Oct. 21)	\$75
_____	Dyess Colony Center AND Cash Farmstead Field: 10 x 10 booth Open all hours listed above	\$140

General Description of Arts/Crafts items to be offered:

Other Information or special booth needs:

Will you be doing a live or interactive demonstration? _____

(NOTE: Booth fee is waived for those doing demonstrations without selling items.)

This application is not a binding contract to JCHF. Your signature below indicates that you have read all information in this packet, that you will adhere to all guidelines, and that if your application is accepted you will follow and adhere to all JCHF rules set forth.

Signature: _____ Date: _____

Make check or money order payable to **ASU Foundation** and mail, along with all forms
Paula Miles, A-State Heritage Sites
P. O. Box 2050
State University, AR 72467
Phone: (870) 972-2803; Fax: (870) 972-3201
E-Mail: pmiles@astate.edu

Attachment A
ITEMS AND PRICES

Johnny Cash Heritage Festival seeks a variety of arts and crafts to be offered to our festival goers. Please list items that you wish to sell and prices.

You, the Vendor, must provide all signage. JCHF reserves the right to remove any signage for any reason including, but not limited to, signs deemed inappropriate or that impede traffic.

ITEM	PRICE
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
5. _____	\$ _____
6. _____	\$ _____

(Please attach a separate brochure and price list if applicable.)

Vendor SIGNATURE _____

Date _____

ITEMS APPROVED AS INITIALED ABOVE

JCHF Approved by: _____

Date: _____

Attachment B
INDEMNIFICATION AGREEMENT

The Vendor indicated below agrees to indemnify, defend, protect, and hold harmless the Johnny Cash Heritage Festival, Arkansas State University-Jonesboro, the Town of Dyess, and its agents and representatives against any loss, damage, fine, penalty, claim(s) or other liability arising from the Vendors' participation in or provision of goods or services offered at or during the JCHF.

This Release, Indemnification, Hold Harmless Agreement shall be and is construed as broadly and inclusively as is permitted by relevant federal law. If any portion of this document is held invalid, the balance shall continue in full force and effect.

PLEASE PRINT:

Name: _____

Address: _____

City/State: _____ Zip: _____

Telephone: _____

E-Mail: _____

Signature _____ Date: _____

Received by:

JCHF Director (or designee): _____

Date: _____