



## *2009 Atchafalaya Basin Festival*

c/o Our Lady of Mercy Catholic Church  
Post Office Box 587  
1454 Henderson Highway  
Henderson, Louisiana 70517  
Phone: (337) 228-2352 or Fax: (337) 228-2372  
Email: sacremercy@cox.net

Dear Vendor:

Thank you for expressing an interest in acquiring booth space the upcoming *Atchafalaya Basin Festival*. Enclosed you will find an application form to apply for the Arts & Craft booth. Please fill out completely, attach your deposit, and return before the deadline of **Wednesday, November 11, 2009**.

The *Atchafalaya Basin Festival* will be held on **Saturday, November 14, 2009** on the grounds of **Henry Guidry Park** located at 103 Park Drive, Henderson Louisiana 70517.

**Arts & Craft vendors are required to bring their own tents!**

Any vendors with Trailers need to **PLEASE** arrive early. Parking for your automobile will be in walking distance from your booth space. Someone will be available to guide you in those directions. All Arts & Craft vendors must provide license & proof of insurance coverage.

If you have any questions, please contact Rickey Douet via email at [rickey@joepicardinc.com](mailto:rickey@joepicardinc.com) or by cell phone at (337) 230-1731 or contacting the Church Rectory directly by phone and/ or E-Mail. Please visit our website for more details about the festival in general at: [www.atchafalayabasinfestival.com](http://www.atchafalayabasinfestival.com)

# *2009 Atchafalaya Basin Festival*

## **Registration Requirements:**

- The fee for the Arts & Craft vendor's booth is **\$50.00**
- **No selling of Food or Drinks allowed!**
- Vendor's Fee must be paid in full at time of booking. Vendors not paid in full will not be allowed to set up.
- The vendor is responsible for cleaning up of their booth space (including directly in front and behind) before leaving. There will be a dumpster provided for vendor's disposal of boxes, etc.
- Applications must be returned to **Our Lady of Mercy Catholic Church** Rectory by **Wednesday, November 11, 2009**, with full payment.

## **Set Up Times and Requirements:**

- Set up will start on Saturday at 6:30 am up until 9:00am.
- No one will be allowed to enter with a vehicle after 9:00am for the safety of our guest.
- You are required to set up and have all vehicles out of the festival grounds by 9:00am Saturday.
- You will not be allowed to drive your vehicle back in to load up until the Festival Committee have cleared a right of way from the crowd. This policy will be strictly adhered to with NO EXCEPTIONS. These are regulations set up for the safety of our Festival guest.

## **Electrical Requirements:**

- The cost of electric is included in the Fee and must be prepaid.
- Only One (1) 110volt with a Duplex outlet shall be provided. Additional equipment needing electricity will be provided at an added cost.
- If additional electrical outlets are needed, an electrician will be on site to assist you.
- Please specify on the application form what type of voltage you will need to hook up your electrical needs.
- Sorry no refunds (exception: Legit reason, with written proof of reason. Festival canceling due to weather conditions.)

**Proceeds donated go to Our Lady of Mercy Church and Sacred Heart of Jesus Chapel. Your support will make that difference!**

Thank you!

**Arts & Crafts Application Form:**

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

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

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

Contact Person: \_\_\_\_\_

Number of Booth Spaces: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Booth Space (Each)	\$ 50.00
Additional Electrical Outlets	<u>\$20.00</u>
Total Amount Due:	

(Money Order or Cashier's Check) payable to **Our Lady of Mercy Church**

Will you need electricity? Yes \_\_\_\_\_ No \_\_\_\_\_

**Please Note: Only 110volt available onsite!**

What types of art or crafts will you are selling? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please return form to:

*2009 Atchafalaya Basin Festival*  
c/o **Our Lady of Mercy Catholic Church**  
Post Office Box 587  
1454 Henderson Highway  
Henderson, Louisiana 70517