



2010 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 10, 2010**.

The *Atchafalaya Basin Festival* will be held on **Saturday, November 13, 2010** 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 rickey@apelectricalservice.com 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

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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 10, 2010** 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:

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