



2011 Atchafalaya Basin Festival

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

Dear Vendor:

Thank you for expressing an interest in acquiring booth space for the upcoming *2011 Atchafalaya Basin Festival*. Enclosed you will find an application form to apply for the Arts & Craft booth space. Please fill out completely, attach your deposit, and return before the deadline of **Wednesday, November 10, 2011**.

The *Atchafalaya Basin Festival* will be held on **Saturday, November 12, 2011** 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.

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

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Registration Requirements:

- The fee for the Arts & Craft vendor's space is **\$50.00**
- **No selling of Foods or Drinks of any kind will be permitted!**
- 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 before leaving. There will be a dumpster provided for vendor's disposal of boxes, trash, etc.
- Applications must be returned to **Our Lady of Mercy Catholic Church** Rectory by **Wednesday, November 10, 2011** with full payment.

Set Up Times and Requirements:

- Set-up of booth space will begin on Saturday at 6:30am 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 parked 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 an electrical outlet is included in the Fee and must be prepaid.
- Only One (1) 110volt Duplex outlet shall be provided. Additional equipment needing electricity will be provided at an added cost.
- If additional electrical outlets are required, someone will be onhand 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 benefit "**Our Lady of Mercy Church**" and "**Sacred Heart of Jesus Chapel**". **Your support will make that difference!**

Thank you!

Arts & Crafts Booth Space Application:

Name: _____

Address: _____

City: State: Zip: _____

Contact Person: _____

Number of Booth Spaces: _____

Phone Number: _____

Booth Space (Each)	\$ 50.00
Additional Electrical Outlets	<u>\$ 10.00</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 & Crafts will you be selling? _____

Please return form to:

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