



Bangor Maine Sidewalk Art Festival Artist Agreement Event Rules & Regulations Saturday, July 13th 2019 9am-4pm

Exhibitor Guidelines

Eligibility

1. Exhibitors may only sell eligible items. Eligible items are **Maine-made items that display quality, versatility, skill and design. Artists, makers, and designers in many different media are encouraged to apply.**
2. You may only bring to sell the type of product that has been approved on your application form. If you want to bring a new type of item you must make a request in writing to the Downtown Bangor Partnership and receive prior written approval. We do not offer exclusivity for any product line, but do reserve the right to limit the number of exhibitors with similar product lines, for the benefit of all involved.
3. Exhibitors may not share a display.
4. "Brokered" or "Direct Sales" items will **NOT** be accepted! Brokered items are products made elsewhere requiring a minimal finishing touch or brokered items requiring only some merchandising/assembly.
5. No flea market, garage sale, generic, mass-produced, vintage clothing or other "used" items will be accepted.
6. Exhibitors must supply their own **show tent (required)**, tables, chairs, trash receptacles, and display materials. **Tent weights are required to deal with winds.** We also suggest bringing a roll of trash bags or flexible plastic in case of sudden rain. Tent walls are encouraged, but not required. Keep in mind that there are no grassy areas for "tie downs".
7. Exhibitors are responsible for collecting and remitting all appropriate sales taxes in accordance with the laws of the State of Maine.
8. **FOOD VENDORS** (home or restaurant manufactured) are required to be in compliance with all City and State regulations; in most cases this includes proper labeling and licensing. All food vendors must demonstrate proof of compliance with regulations.
 - a. **Pre-packaged Food/Bakery:** provide copy of current Bakery, Home Processor or Mobile Vendor License issued by Maine Department of Agriculture
 - b. **Food Carts/Mobile Vendors:** provide copy of Maine Department of Health and Human Services License **AND** City of Bangor Lunch Wagon or Victualer's License
 - c. **Bangor Restaurants:** are not required to provide copies as information is on file with the City Clerk.

Exhibitory Commitment

1. Exhibitors are expected to be open for business from 9am until 4pm.
2. The exhibitor must be on site, or have a representative on site who can answer questions about the process used to create the wares.
3. The Sidewalk Art Festival will take place rain or shine- please come prepared for any weather!

Set Up & Take Down

1. Set up is between 6am and 9am on the morning of the festival.
2. After unloading, you must **immediately** remove your vehicles (before setting up your display). All vehicles must be removed by 8:30am (30 minutes prior to the official opening time for the festival.) You may not bring your vehicle back to the area until 4:15pm. We ask that you park your vehicle a reasonable distance from the festival to allow potential customers closest access.
3. Tear down may commence no earlier than 4pm, the official end of the festival.
4. You must remove your own trash.

If you have any questions or concerns, please contact Amanda Coburn at 207 249-0577 or riversidejewelrydesigns@gmail.com as soon as possible. We appreciate your participation, and hope you have a prosperous festival!