

Fayetteville...Host of Christmas Past
November 11th, 12th, & Ltd Events 13th 2011
hostofchristmaspastpast.com

March 18, 2011

Dear Festival Event Participant:

The Festival Volunteer Oversight Committee would like to take this opportunity to thank you for your continued interest in the Fayetteville...Host of Christmas Past. Our local nonprofit organizations are very important in the success of the festival.

All local nonprofit organizations sponsoring an event will be required to pay a fee of \$75 per event. This fee includes an 18x24 inch sign, promotion on festival website, festival brochure and other festival advertisement. We know that every fundraising dollar is essential to your group and we believe that this fee is a fair price to pay for the promotional services rendered.

All organizations wishing to participate must complete the enclosed application and return to the Chamber of Commerce located at 208 South Elk Avenue or to P.O. Box 515, Fayetteville, TN 37334 by 4pm on Monday, August 15th.

The festival committee reserves the right to deny the application of any business group or organization. Any group failing to abide by the guidelines and attached application will be asked to close their event. Please be sure every one participating from your group is aware of the festival guidelines.

Sponsors for Host of Christmas Past are essential to the overall success of the event. We ask if your group seeks sponsorships from area businesses; solicit those not already involved with the festival.

For questions, call Carolyn Denton at the Chamber of Commerce 931.433.1234, or Fayetteville Main Street 931.433.7006. We hope for your continued participation in the festival. The committee is working hard to ensure that Fayetteville... Host of Christmas Past is once again a huge success.

- **Deadline: Monday, August 15th 4:00pm**
- **Fee: \$75**
- **Make checks payable to Fayetteville Host of Christmas Past**

Sincerely,

Fredna Smith
Festival Oversight Committee

Fayetteville...Host of Christmas Past

Application for Event Participation 2011

Festival Dates: November 11th, 12th, & Ltd events 13th

Event Date For This Form: Saturday 12th

Organization Name _____

Contact Person _____ Preferred Mailing Address _____

Home Phone _____ Daytime Phone _____ Email _____

Description of Event _____

Time of Event _____ Specific location of event (if known) _____

This form along with **\$75** must be received in the Chamber of Commerce office 208 Elk Ave South by **4 pm, Monday, August 15th**. **Fees will be doubled for applications submitted after this date.**

- Only local nonprofit organization events approved by the festival committee will be allowed. The festival committee strives to provide a wide variety of events for our visitors; therefore, duplication of events will not be permitted.
- The Host committee reserves the right to prohibit any written materials that are deemed inappropriate or not in keeping with the festival's theme.
- The Festival Committee is not responsible for any damages or loss to items left unattended during the festival.
- Festival hours on Saturday are 9am to 10pm; once hours for your event have been advertised please remain open those hours. Visitors are planning their activities around the Host brochure and website and expect activities to stay on schedule.
- A permit will be provided morning of Saturday, Nov 12th. Permit must be displayed at all times.
- Use of the trademarked Host of Christmas Past name, logo or nutcracker is not allowed on any items sold. Only Host Committee reserves the rights to use the name, logo and nutcracker to promote the event.
- No groups will be allowed to set up on sidewalks or in parking spaces. With the support of City Ordinance No. 2000-10, the Festival Committee has the authority to ask any unapproved vendors or groups that set up at the festival to leave. Any resistance will then be handled by the City Police Department. This task is not enjoyable but must be done to be fair to those groups that have been properly approved. The Festival Area; from downtown, north to Monroe Street, south to 64 Bypass, east to Mulberry Avenue/Shelbyville Hwy intersection, west to Lincoln Avenue, is designated for the use of its businesses and for non-profit fundraising during the festival. Please remember according to this ordinance, the festival committee has sole authority to regulate the placement of booths on city property during this weekend.

NOTE: The festival committee reserves the right to deny the application of any business group or organization which is "for profit". The festival committee also reserves the right to deny an applicant that is not deemed appropriate or in keeping with the festival's theme. Any group failing to abide by the festival event guidelines will be asked to close their event.

By signing this application I agree that my organization, listed above, will abide by festival Guidelines (above), set forth by the festival committee.

Contact Person Signature: _____

YOUR BOOTH FEE MUST ACCOMPANY THIS APPLICATION. Fee is nonrefundable once you have been approved. If you have any questions, please call the Chamber of Commerce 931.433.1234 or Fayetteville Main Street 931.433.7006.

MAKE CHECKS PAYABLE TO: Fayetteville Host of Christmas Past, 208 Elk Ave South, Fayetteville, TN 37334

Information from this page will be used for your festival sign. **Any changes must be made by October 13th.**

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|---|--------------------------|---------------------|
| Committee Use Only: Date Received: _____ | Approved: _____ | Denied: _____ |
| Reason for denial: _____ | Assigned Location: _____ | Permit Number _____ |