



31st Annual Kunta Kinte Heritage Festival Arts & Crafts Vendor Application

Saturday, September 25, 2021, 10:00am - 7:00pm

Susan Campbell Park - Annapolis City Dock

1 Dock Street, Annapolis, MD 21401

Free Admission

Arts & Crafts Vendor Contacts:

Danielle Young - daniellekuntakinteheritagefest@gmail.com

kuntakintecelebrations@gmail.com

Space Fees & Deadlines:

August 31, 2021 – Final application deadline and payment due!

- For the fee, the festival will provide a 10' X 10' space. Vendors must provide their own tent and table. Chairs can be rented for a fee of \$10 for per 2 chairs. Electricity fee is an additional \$50 per 2 outlets (15 amps) and is due upon notification of acceptance.

Vendor Requirements:

- Exhibits featuring fine arts, crafts, ethnic merchandise, clothing, accessories, and beauty/skin care will be reviewed for cultural authenticity and historical value. The festival committee reserves the right to make all final decisions regarding acceptance and placement on the festival grounds. The committee also reserves the right to remove any exhibitor who does not adhere to the rules and regulations as set forth in these guidelines.

- All vendors are required to have their booths open during the Festival hours of 10:00am- 7:00pm. Vendors must have sufficient staff to prevent long lines and customer dissatisfaction. AT 7:00 PM, ALL SALES MUST CEASE AND BREAKDOWN MUST COMMENCE! Further information concerning set-up, arrival time, etc. will be mailed with notification of acceptance.

- No music or other audio should be played by vendors during festival hours.

- Exhibitors must bring his/her own display apparatus to fit within the selected space to portray a professional exhibit (this includes tables/chairs unless purchased from the Festival).

- Exhibitors must accompany their own work. Exhibitors MAY NOT lease their spaces to other sellers.

- Insurance, if desired, must be obtained by the exhibitor at his/her own expense.

Parking & Setup:

- Arts & Crafts vendors must arrive at the festival grounds between 6:00am - 8:30am to setup. Cars must be cleared from festival grounds by 9:30am and cars will *not* be allowed on festival grounds after 9:30am.
- Parking near festival grounds is limited and available first come, first serve. Free parking will be available at the Calvert Street Garage, which is located at 19 St. Johns St, Annapolis, MD 21401. A shuttle service will be provided to assist with return to festival grounds.

Acceptance/Cancellations:

- Notification of acceptance will be emailed based on the information provided. Space will be allocated on a first come, first serve basis -- after FULL PAYMENT has been received. Please remember that SPACE IS LIMITED!
- Cancellations must be in writing and received by the Festival chair before September 1, 2021 to qualify for a 75% refund of fees. All cancellations received after September 1, 2021 will forfeit reimbursement of fees.

Application Procedure:

A complete application includes a completed and signed application form and photographs or links to merchandise with full payment for space/fees. Make check/money order payable to Kunta Kinte Celebrations, Inc.

All applicants must send a minimum of three (3), no more than five (5), pictures showing current examples of your work and at least one picture of your booth/exhibit display via e-mail or mail and/or send us a link to a current and updated website showing the same. If sent by mail, photos will be returned at the festival ONLY upon request. Your name and company name must be printed on the back of each photograph.

Submit your application by email: Complete application in the body of the e-mail or as an attachment, attach necessary pictures or include a URL link to your business site, and send to daniellekuntakinteheritagefest@gmail.com, and copy kuntakintecelibrations@gmail.com.

To pay electronically, please indicate such on the application and we will send you a Square invoice.

Submit your application by mail: Complete application, enclose additional information, and mail to:
Kunta Kinte Celebrations, Inc.
c/o Danielle Young
25 Silopanna Road, Annapolis, MD 21403

MAIL CHECKS/MONEY ORDERS WITH THIS APPLICATION. PLEASE PRINT LEGIBLY.

31st Annual Kunta Kinte Heritage Festival Arts & Crafts Vendor Application

Company/Vendor Name: _____

Contact Person: _____

Email: _____ **Telephone:** _____

Address: _____

City, State, Zip Code: _____

Social Media- FB: _____ **IG:** _____

Please describe types of arts/crafts/merchandise you wish to feature:

Number of people staffing the booth: _____

	<u>Regular</u>	
10' x 10' Space	\$150	
20' x 10' Space	\$300	
Chairs (2)	\$10	
Electricity*	\$50	
TOTAL		\$

*Demonstration purposes only - per 2 outlets, 15 amps

_____ **Pay with Credit/Debit Card (Electronically - \$4 Fee)** _____ **Pay with Check/Money Order**

I/We the undersigned, being the authorized representative(s) of the company listed on this application, do obligate the aforementioned company to participate in the 31st Annual Kunta Kinte Heritage Festival and agree to all conditions as stated on this application.

Signature: _____ **Date:** _____