

**The 11<sup>th</sup> Annual Sunflower Farm Festival**  
**Rutledge, Georgia**

**Saturday, Sunday, June 30<sup>th</sup>, and July 1<sup>st</sup>, 2012**  
**9:00 a.m. – 5:00 p.m.**

Dear Applicant:

Thank you for your interest in the 11<sup>th</sup> Annual Sunflower Farm Festival. We look forward to receiving your application.

The Sunflower Farm Festival is proudly held each year to celebrate and share with others our farm heritage, our nation's freedom, and the beauty of the Morgan County countryside. The festival strives to conserve and protect gifts of nature's bounty, natural beauty, and to keep our heritage of rural life alive. We provide a nostalgic step back to simpler times by sharing the beauty and images from our past. Our festival is framed around 15 acres of sunflowers. For other information, please refer to our website [www.sunflowerfarmfestival.com](http://www.sunflowerfarmfestival.com).

Exhibitors will be accepted based on originality and quality of items presented in line with the festival's vision as stated above. Booth presentation must also be in keeping with this vision. A weighted-down tent is highly recommended due to the intensity of the July sun and occasional pop-up thunderstorms. Please refer to the Procedures, Rules, & Limitations portion of the application package.

The Sunflower Farm Festival application package contains three pages: 1) this page, 2) Procedures, Rules, & Limitations, and 3) Artist Market Exhibitor Application form. Please read over the entire application package before completing the application form. Applications must be postmarked on or before **May 1<sup>st</sup>, 2012**. A check or money order payable to Sunflower Farm, Inc. must be included with application. Notification of acceptance will be sent in writing by May 15<sup>th</sup>, 2012. In the event your application is not accepted, a full refund will be included with your non-acceptance letter.

If you have any questions after thoroughly reading all of the application materials, we can be reached Monday through Friday from 9:00 a.m. – 5:00 p.m. at (706) 557-2870. Thank you again for your interest in our festival!

**Sunflower Farm Festival**  
**1430 Durden Rd., Rutledge, Ga 30663**  
**Saturday, Sunday , June 30th, and July 1st, 2012**  
**APPLICATION DEADLINE: May 1<sup>st</sup>, 2012**

Artist Name: \_\_\_\_\_  
 Name of Business: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
 E-mail: \_\_\_\_\_  
 Description\* of artwork made by the artist (**NO BUY/SELL\*\***): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*\*At least 3 photos must accompany application (see #11 of Procedures, Rules, & Limitations)*

*\*\*See #1 of Procedures, Rules, & Limitations*

List other festivals in which you have participated: \_\_\_\_\_  
 \_\_\_\_\_

Booth Space Requested\*\*\*: \_\_\_\_\_ 10' x 10' (\$85) or \_\_\_\_\_ 10' x 20' (\$150)  
 A reduced fee of \$75 for a 10' x 10' space and \$130 for a 10' x 20' space is offered for applications with payment in full received by **March 15th, 2012**.

*\*\*\*Prices include space for the **two** days of the festival. Check or money order made payable to Sunflower Farm, Inc. must accompany application. If assistance is required for booth setup or takedown, we must be notified in advance. A fee will apply.*

<b>RELEASE AGREEMENT</b>	<b>RELEASE SIGNATURE REQUIRED:</b>
I do hereby release, acquit, and forever discharge the 2012 Sunflower Farm Festival Committee, its agents, servants, successors and assigns and all other persons, firms, and corporations, from any and all actions, causes of action, claims, demands, damages, costs, loss of service, expenses and compensations, which I may acquire or may accrue, arising out of any events taking place June 30th, and July 1st, 2012, or otherwise connected with the Sunflower Farm Festival.	Please read the <i>Release Agreement</i> and the full <i>Procedures, Rules, &amp; Limitations</i> section of this application package and sign below:  <i>I have read and understand all rules and conditions and agree to abide accordingly.</i>  Signature: _____  Date: _____  Business Name: _____

**\*\*Mail** application with your check or money order made payable to Sunflower Farm, Inc. to:  
 Sunflower Farm Festival Committee  
 1430 Durden Road  
 Rutledge, Ga. 30663

For information, contact:  
 Rena Holt, Committee Chair  
 706-557-2870  
[renah@sunflowerfarmfestival.com](mailto:renah@sunflowerfarmfestival.com)  
[www.sunflowerfarmfestival.com](http://www.sunflowerfarmfestival.com)

# The 11<sup>th</sup> Annual Sunflower Farm Festival

## Procedures, Rules, & Limitations

1. To keep the quality of the Sunflower Farm Festival at the highest level, resale of purchased items (BUY/SELL) IS NOT permitted. **No manufactured or imported items will be allowed.** Display of BUY-SELL items will result in immediate dismissal from the festival without refund. Only original hand-made items of the highest quality as determined by the Sunflower Farm Festival Committee will be accepted. **The artist must be in attendance.**
2. Exhibitors may only show and sell items that were listed on the original application. Any items not listed on the application must be removed from the festival. The Sunflower Farm Festival Committee will prohibit the installation and operation of any exhibits not meeting its approval.
3. Exhibitors must bring sufficient stock for the entire two days of the festival. . **Exhibitors are expected to be on time and stay for the duration of the festival.** Booths may not open for business before 9:00 a.m. or close before 5:00 p.m. at any time.
4. All items for sale and displays must be in good taste with no reference to race, ethnic, gender, sexual, or religious prejudice.
5. All materials must be in compliance with all applicable laws, rules and regulations of the United States and the State of Georgia.
6. A signed application constitutes a contract to follow all rules and regulations and is a commitment to participate personally if accepted.
7. All exhibitors must sign a liability waiver form (See Artist Market Exhibitor Application Form).
8. Electricity is provided at the festival on a limited basis. An extra fee will apply.
9. No electric or gas powered generators are allowed.
10. Submit a minimum of three (3) photos as follows. Include exhibitor name on back of photos.
  - Artist (exhibitor) at work
  - Booth presentation (set-up)
  - A minimum of one close-up photo showing a representation of each item included on the application

### **ALL PHOTOS BECOME THE PROPERTY OF THE SUNFLOWER FARM FESTIVAL AND WILL NOT BE RETURNED**

11. Checks post-dated or returned unpaid by the bank will result in immediate disqualification.
12. **MAIL** completed and signed application with **ONE** check or money order payable to Sunflower Farm, Inc. to: Sunflower Farm Festival Committee, 1430 Durden Road, Rutledge, Ga. 30663
13. Applications must be postmarked on or before Saturday, May 1<sup>st</sup>, 2012.
14. Exhibitors **MUST** check in during official check-in or lose exhibition space without refund. Vehicles are **NOT** allowed in the festival area during festival hours!  
**Exhibitor Check-In and Set-Up Schedule**  
Early check-in\* and set-up: 2:00 p.m. – 8:00 p.m., Thursday, June 28, 2012  
Regular check-in and set-up: 9:00 a.m. – 8:00 p.m., Friday, June 29, 2012  
*\*Early check-in requires a \$20.00 fee. A limited number of openings are available. Information on participation in early check-in will be included with acceptance letter; **do not send any money for this service with your application!***  
Two passes in the form of wrist bands will be issued to each exhibitor for entry and re-entry to the festival.
15. Exhibitor booth space is assigned at the discretion of the Sunflower Farm Festival Committee. The Committee will make every effort to assign spaces to benefit the exhibitor while maintaining the continuity of the artists and crafters market.
16. Exhibitors must provide their own display tables, skirting, chairs, etc. All displays must be designed, constructed, and operated in good taste, and reflect the theme of the festival (heritage farm festival). Portable display tables, card tables, etc., must be covered/skirted in a tasteful fabric. All displays, sales, and promotional activities must be confined to exhibitor's assigned space. Signs, tents, canopies, or any other part of the display may not extend over or into walkways. Identification signs in good taste are permitted. The Sunflower Farm Festival Committee reserves the right to approve or disapprove a display.
17. The Sunflower Farm Festival provides nominal after hours security for the festival area with the understanding that the Committee will not be responsible in any way for loss or damage to exhibitor's property. Exhibitors are responsible for their own personal and property liability.
18. It is recommended that you bring at least one friend, relative, or associate with you to assist in restocking your booth, etc. As stated in number 14 above, vehicles are **NOT** allowed in the festival area during festival hours. Exhibitors may use the shuttle service anytime during the festival for restocking.
19. This is a non-smoking venue. Smoking will be allowed in designated areas only.