



# SMALL WORLD FESTIVAL

*A CULTURAL CELEBRATION OF CARNIVAL*

## World Market Place Vendor Application ~ 2020

Event: Saturday, March 7, 10 a.m. to 4 p.m.  
Location: Bryant Commons in Downtown Hinesville  
438 West Oglethorpe Highway (GA 84)

*Festivities include World Market Place, International Food Court, a Global Learning Village and Cultural Entertainment. The World Market Place is a bazaar-type vendor area featuring original arts and crafts, authentic cultural merchandise, and **a limited amount of other merchandise considered to compliment the nature of the event.***

***World Market applications are due by February 21, 2020.***

### **PLEASE PRINT / TYPE**

Organization/Business: \_\_\_\_\_

Contact: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Daytime Telephone: \_\_\_\_\_ Cell Telephone: \_\_\_\_\_

Email: \_\_\_\_\_ Sales Tax ID #: \_\_\_\_\_

### **Culture:**

List the country/culture you wish to represent & a brief description of the type of items you plan to sell.

\_\_\_\_\_  
\_\_\_\_\_

### **Marketplace items:**

Attach a detailed list of all types of items to be sold including prices. (See attached form)

### **Presentation & Logistics** – Please check all included in your planned booth set-up:

Canopy/Tent **Canopies/tents must be secured to avoid damage from winds.** (Weighted containers secured with elastic cords suffice this requirement.)

Tables     Display walls or shelves     Demonstration area \_\_\_\_\_  
(What will be demonstrated?)

Generator (*please provide make & model*) \_\_\_\_\_

Electricity \_\_\_\_\_

(\$15 fee – Limited Availability. Please specify what you are requesting power for, to include anything that will be plugged into or powered by the electrical source)

Vendors are responsible for providing all booth items. Tables, chairs, and tents will not be furnished.

NOTE: Only a limited number of vendors will be granted access to electricity for a \$15 fee. Requests will be considered as applications are received, based on the use and need for electricity.

**Vendor Fee:**

A single booth (approximately 10’ x 10’), double booth spaces are available upon request. Booth fees are determined by the date the completed application is submitted and fees paid in full. Note: Booth sizes are irregular in shape and size, but will accommodate a 10’ x 10’ canopy.

*Early Registration & Payment: **through January 31, 2020:** Single (\$50) Double (\$100)*

*Standard Registration & Payment: **February 1, 2020 – February 14, 2020:** Single (\$75) Double (\$150)*

*Late Registration & Payment: **February 15, 2020 – February 21, 2020:** Single (\$100) Double (\$200)*

Note: Make checks payable to Hinesville Downtown Development Authority or HDDA. **Checks returned for any reason, must be reconciled in cash or money order and vendor will be charged a \$35 fee.**

**Vendor Selection:**

Selection is based on information provided in the application, the cultural authenticity of items offered, and past experiences with the vendor. Applicants will be notified of the selection as soon as possible after receipt of application. Vendor fees will be returned to any applicants not selected after the final deadline.

**Set up/Break Down:**

Vendors may enter the event area starting at **7:00 a.m.** Booth set-up must be complete **9:30 a.m.** and all vehicles must be moved from the event area to vendor parking. Sales must begin promptly at 10 a.m. and the booth must be manned at all times. Vendors must be open for sales for the entire event (until 4 pm). All materials, vehicles, and trash must be removed within 90 minutes after the conclusion of the event. Vendors must supply their own trash bags and remove the vendor trash from the event area. Poly-carts provided are for consumer trash only.

**Commitment:**

I understand the selection process of vendors for the Small World Festival and that submission of an application is not an indication of being selected to participate. I understand and agree to the expectations of vendors and that any changes to the information submitted in this application, must obtain pre-approval. By submitting this application, I am committing to provide quality customer service and items. I understand the Small World Festival planning committee is depending on my services to edify the event and if selected, I commit to follow through with my obligation to provide sales as outlined in this application. If, for any reason I will not be able to fulfill my commitment, I will provide a minimum, 15 days’ notice. I further understand that only cancellations made prior to **February 21, 2020** are refundable. I understand that I am responsible for reporting any applicable sales tax. \_\_\_\_\_ (Please initial)

**Please Read, Sign and Date:**

All authorized vendors participating in the Small World Festival are independent operators and not partners or joint ventures, and shall be individually and severally liable for any loss, personal injury, deaths, and/or any other damages that may occur as a result of the vendor’s negligence or that of its employees, agents, and associates. In consideration for being allowed to participate, all vendors agree to indemnify and save Small World Festival, Hinesville Downtown Development Authority, Bryant Commons Joint Management Board, City of Hinesville, Liberty County, affiliates, and volunteers harmless from any loss, costs, damages, and other expenses including attorney’s fees, suffered or incurred by Small World Festival by reason of vendor’s negligence or intentional misconduct or that of its employees, agents, and associates; provided that the vendor shall not be liable for nor required to indemnify Small World Festival, Hinesville Downtown Development Authority, City of Hinesville, Liberty County, affiliates, and volunteers for any negligence of any of them or that of their servants, agents, employees or associations. I further give approval for HDDA to use photographs and/or video images taken at this event, which might include images of personnel, affiliates, and products, for publicity purposes.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Submit completed forms in person or via mail to  
Hinesville Downtown Development Authority | City Hall | 115 East M.L.King Jr. Drive | Hinesville, GA 31313  
Email: [programassistant@hinesvilledowntown.com](mailto:programassistant@hinesvilledowntown.com) | Fax: 912.877.9132 | Telephone: 912.877.4332**

