



2008 Tumbleweed Music Festival

Three Rivers Folklife Society

P.O. Box 1098, Richland, WA 99352

Phone: 509 528-2215, e-mail: festival@3rfs.org

Dear Artist or Crafts Person,

April 2008

We invite you to participate in the 2008 Tumbleweed Music Festival. This year's event will be held on Saturday and Sunday of Labor Day weekend, August 30th and 31st, at Howard Amon Park, in Richland, Washington. The festival is free and open to the public both days. The Three Rivers Folklife Society has sponsored the festival each year since 1997 and the City of Richland co-sponsors the event. We feature live acoustic music from four outdoor stages, an indoor dance stage, arts and crafts vendors and of course, festival food. We estimate 6,000 to 8,000 people attended last year's festival and we expect that number to increase this year. This is the twelfth year for Tumbleweed Music Festival and it has gained a reputation as one of the best small music festivals in the Northwest.

This year we are asking for original artwork or services that will enhance the overall experience of festival patrons. We will accept vendors representing a broad range of art forms with the aim of keeping a balanced representation (i.e., not too many of one type of craft). Kit-work, commercially manufactured items and the like will not be accepted as art vendors.

Enclosed is the Artists' vendor application form. Accepted vendors will receive a packet with a map to the site, set-up and tear-down times and other pertinent information in July. Vendors application fee will be returned by July 31st if they are not accepted in the show.

In general, vendors will need to be set up and have all vehicles off the site by 11:00 AM Saturday and Sunday. Outdoor performances will end around 10:30 PM on Saturday and 8:00 PM on Sunday. Vendors are expected to attend both days.

The weather on Labor Day weekend is generally excellent and the park has many shady trees. Even so, artists and vendors should be prepared for sunny locations, shifting shadows and the possibility of wind and rain.

Electricity is not available for artists' booths. No generators will be operated in the park during event hours. Potable water is available in the park, but there are no direct connections. Booths may remain overnight in the park, but the vendor assumes all responsibility for security. Vendors are allowed to remain with their booth overnight.

Applications are due July 1st, 2008. Applications will be accepted after that date, but will require a \$20.00 late fee with your application.

Thanks for your interest, and we hope to see you at the 2008 Tumbleweed Music Festival!

Sincerely,

Mary Hartman
Festival Coordinator
509-943-0327

Lissa Staven
Tumbleweed Vendors Coordinator
509-727-8299 (Cell)



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Artists' Prospectus for Tumbleweed Music Festival

Howard Amon Park, Richland, WA

August 30th and 31st 2008

Basis for Acceptance: Application forms must be filled out completely or the entrant will not be considered. All applicants must supply photographs (actual photos, jpg, cd or email) of the type of materials they will be selling or demonstrating, though knowledge of the artist's past work may be viewed as sufficient. All work must be designed and executed by the accepted artist or artist's family members. Resale vendors will not be accepted this year unless grandfathered in from previous years. Tumbleweed reserves the right to accept vendors based on a balance of art forms across the show.

Please submit the following: Descriptions of the items to be displayed in your space. A price range of the works to be sold. Photos that show a true representation of your work. A self-addressed stamped envelope for the return of your photos.

Fees: The booth fee is \$50 for a 10 by 10 ft booth space for the two days of the festival. Larger booth spaces will be pro-rated depending on size, Booth fees should be paid in advance, included with your application, and received by July 1st. Applications received after July 1 will be assessed a \$20 late fee. Checks should be made out to Three Rivers Folklife Society. Demonstrator's fees may be negotiated individually. Fees are non-refundable.

Deadline: Applications must be received no later than July 1, 2008. Artist will be notified of acceptance after July 6th, 2008. Fees are non-refundable upon acceptance. If not accepted, the application fee will be returned by July 31st.

Sales/Tax/Licenses: Artists must comply with all regulations regarding the collection and payment of Washington State sales tax and any local taxes or fees. For business license information contact the City of Richland at 509-942-7313. Booths that do not have a Richland business license can pay an additional fee (\$10) to be included on the event master license. A Washington State Sales Tax (WSST) number must be listed on the application. Please check the accuracy of your number, as it will be verified with the State of Washington. For out of state vendors, to obtain a WSST number, call 1-800-647-7706, or write to WA Dept. of Revenue, P.O. Box 72207, Kennewick, WA 99336.

Space and Set-up: Pre-assigned booth spaces are 10 by 10 feet. Please let us know in advance about any special space requirements you may have. Additional space can be made available on a pro-rated front footage basis. Make certain that the dimensions of your booth appear accurately on the registration form. No electricity will be available for art booths. Vehicles won't be allowed to remain on the grass and must be off site before the event start time 11:00 AM, Saturday and Sunday.

Vendors must provide all display materials. Displays should be designed to withstand wind and rain and should include provision for shade. Booths may not be taken down nor vehicles brought on site until the daytime event is officially over - 7:00 PM on Saturday night when the evening concert in the park begins. Booths can begin closing down at 6:00 PM on Sunday, though music runs until 8:00 PM.

Security/Risk/Liability : There will be security on site Saturday night, but the park is large and security can't be in all places at once. All artists signing the application form, hereby release Three Rivers Folklife Society and the City of Richland from responsibility for damage or loss to said artist's property or any personal injury, which the artist or artists' agents may sustain while participating in the Tumbleweed Music Festival. Further they agree to abide by the rules, policies and guidelines contained in the prospectus, application form and the accompanying introduction letter. We strongly advise artists to obtain their own insurance. Vendors may choose to remain in their booths, in the park, overnight.

Parking, Lodging, and Pets

Vendors cannot drive on the park grounds after the event begins. Camping trailers may be setup next to your booth. There are motels and services within walking distance and are available on request. No pets are allowed on site during event hours.

Remember to include: The completed application form and your check for the booth fee and inclusion under the event license if applicable, and photos/slides representative of your work. Returning vendors need only submit any changes in their work and fees.

Applications are due July 1st. A \$20.00 fee will be assessed to applications submitted after July 1st.



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3RFS Use Only
Date Rec'd / /
Amt. Enclosed \$
Amt. Due \$
Initials:
Conf sent:

Festival Artist/Vendor/Demonstrator Application

(Please print or type)

Business Name: _____
 Contact Name: _____ Phone (day) _____ (eve): _____
 Address: _____ City: _____ State: _____ Zip: _____
 E-mail (we will send receipt of application): _____
 Web Site: _____
 WA state tax number _____ Granted to: _____
 We have a Richland business license OR
 We want to be included under the event master license (\$10 fee for vendor)
 We would like to demonstrate our craft. Description:

Description of your sale/display items and price ranges for goods available

<input type="checkbox"/> Painting	<input type="checkbox"/> Metalworks	<input type="checkbox"/> Fiber arts	<input type="checkbox"/> Glass
<input type="checkbox"/> Drawings	<input type="checkbox"/> Sculpture	<input type="checkbox"/> Woodworking	<input type="checkbox"/> Ceramics
<input type="checkbox"/> Photography	<input type="checkbox"/> Soaps and lotions	<input type="checkbox"/> Music	<input type="checkbox"/> Floral
<input type="checkbox"/> Paper	<input type="checkbox"/> Candles	<input type="checkbox"/> Other: _____	

Please describe the size and shape of your booth, including measurements of trailer hitches, etc.: _____

Type of booth: Pre-fabricated canopy Constructed

Amount enclosed	Application Fee (10 ft frontage) (\$50.00)	_____
	Richland Business License Fee (\$10.00)	_____
	After July 1 st Late Fee (\$20.00)	_____
	Total	_____

Include photos of your art with the application. JPGs on CD are acceptable.

Signature

Date

My signature certifies that I am the artist/vendor who will be selling the work described. I have read and understood the rules and guidelines set forth in the artist's prospectus for the Tumbleweed Music Festival, and agree to save and hold harmless the Three Rivers Folklife Society and the City of Richland, their officers, employees and agents for damage to persons or property caused by the movement, set-up, tear-down or operation of this applicant's unit in connection with the Tumbleweed Music Festival and further agree to defend said society and the City of Richland from any claims for such damages.

Names of helpers (Please indicate those who will stay overnight in the park):