



# Taste of East Cobb 2018

## Artisan Application and Agreement

### Application Instructions:

1. Complete and submit pages 1 and 2 of this application.\*
2. Submit \$150.00 registration fee (check payable to **WBPA**, \$9.00 service fee if paying by credit card).
3. Submit proof of insurance (see page 3 for details).
4. Submit vendor logo in .JPG or .PNG format via email to: [tasteofeastcobb@gmail.com](mailto:tasteofeastcobb@gmail.com).

### Event Date, Location, and Time:

Saturday, May 5, 2018  
11:00am – 5:00pm  
Johnson Ferry Baptist Church parking lot

### Mail Application and Fee Payment to:

David Hamilton  
Taste of East Cobb  
1306 Lake Colony Drive  
Marietta, GA 30068

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**Application Deadline is April 13<sup>th</sup>, 2018**

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<b>Artisan Information</b>			
<b>Business Name:</b>			
<b>Contacts:</b>			
<b>Business Address:</b>			
<b>Business Phone:</b>		<b>Cell Phone:</b>	
<b>E-Mail:</b>		<b>Website:</b>	
<b>Description of Items to be Sold or Marketed</b>			
<b>Booth Requirements</b>			
<b>Electricity required?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>If yes, how many outlets and for what equipment?</b>		
<b>Booth includes one (1) table; please specify if additional tables are desired:</b> <input type="checkbox"/> One (1) extra table (\$15) <input type="checkbox"/> Two (2) extra tables (\$30)			

\* Taste of East Cobb reserves the right to determine whether a business qualifies as an "Artisan". See <http://www.tasteofeastcobb.com/faq/#artisan> for details.



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### *Artisan Application and Agreement*

<b>Agreement Acceptance</b>	
<p>The authorized signature below indicates artisan’s commitment to participate in Taste of East Cobb at the date, time, and location indicated on page 1 of this application. In addition, the authorized signature below indicates artisan agrees to comply fully with the terms and conditions as outlined in this Artisan Application and Agreement and absolve Johnson Ferry Baptist Church and WBPA from any loss, claims, and damages arising on the day of the event.</p>	
Authorized Signature: _____	Date: _____

<b>Artisan Application Checklist</b>	
	Completed and signed <b>Artisan Application and Agreement</b> <ul style="list-style-type: none"> <li>• Artisan retains photocopy of completed pages 1 and 2 for records, and remaining page(s) for rules and event preparation</li> </ul>
	Submitted payment (see payment and optional table rental information on page 1)
	Submitted insurance information (see page 3 for insurance information)
	Submitted vendor logo (email logo to <a href="mailto:tasteofeastcobb@gmail.com">tasteofeastcobb@gmail.com</a> )



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## *Artisan Application and Agreement*

### **Event Details and Rules**

**All artisans must abide by rules and details outlined below without exception.**

- **Event will be held rain or shine.**
- Booth set up can begin at 8:00 a.m. and must be completed by 10:15 a.m. Any vehicles used to unload equipment must be removed from the event area by no later than 10:30 a.m.
- Artisan staff is required to park vehicles only in designated places. No vehicles may be parked adjacent to booth during the event.
- **Artisan booth must be staffed for the entire six (6) hours of the event. No booth clean-up or equipment removal may begin prior to 5:00 p.m.** Vehicles will not be allowed to enter the event area prior to 5:15 p.m. or until deemed safe by the event coordinators.
- **Artisans may not serve food or beverages of any kind. No exceptions.**
- No alcoholic beverages may be offered or consumed during the event.

### **Items and Services to be provided by Taste of East Cobb**

- One (1) artisan booth, which shall consist of the following: one (1) 10-foot x 10-foot white open canopy tent; one (1) 6-foot table, with tablecloth and skirting; optional tables of same size and configuration (if specified on page 1 of this agreement); two (2) folding chairs; one (1) frontal event identification sign; and optional power (if specified on page 1 of this agreement).
- Tent/table/chair set-up and removal.
- Trash removal.
- Customer seating.
- Traffic management and security patrols.
- Event promotion/advertising.

### **Items and Services to be provided by Participating Artisans**

- Staffing for booth **throughout the event.**
- Handouts, coupons, and/or other promotional materials are strongly encouraged as a way to promote the business.

### **Proof of Insurance**

All restaurants, vendors, and exhibitors must furnish:

- Current Certificate of Employer's Liability Insurance
- Certificate of Commercial General Liability Insurance, including products and completed operations coverages, of not less than \$1,000,000 per occurrence.
- Statement from issuing agent stating that policy covers participation in Taste of East Cobb.