



## Town of Clifton Exhibitors

### EXHIBITOR INFORMATION 2011

*Thank you for your interest in the participating in the Clifton Day Festival. Please read this Exhibitor Information Sheet carefully and complete the enclosed Application. Please note that this is not a sponsorship opportunity and exhibitors will not receive the benefits that come with sponsorships.*

Clifton Day is an Arts and Crafts event held on the Sunday before Columbus Day in October. Its primary purpose is as a fund raiser for the non-profits in and around Clifton. These include the Clifton Presbyterian Church, Acacia Lodge, Clifton Lions Club, Girls Scouts, Boy Scouts, Cub Scouts, Clifton Gentleman's Club, Northern Virginia Therapeutic Riding Association, and Clifton Betterment Association (CBA), just to name a few. The CBA is the host of this event and provides the seed money and resources for planning and executing this event. It is an all-volunteer event and all proceeds go to the above mentioned organizations. The event completely shuts down the town to through-traffic on this one day and vendors purchase 10x10 spaces along the sides of the roads and in the parking lots. The vendor application fees and the sponsorships are the primary source of income to the CBA to recoup the costs of hosting the event. Many of the local businesses open on Clifton Day to take advantage of the 15,000 to 25,000 patrons that the event brings to town.

The CBA hopes to provide the local businesses equitable access to the event. For those Clifton businesses that have **a storefront on one of the streets used for Clifton Day**, they may apply for one free 10x10 space **near** their storefront for their business use. If the business does not have **a storefront on one of the streets used for Clifton Day**, the businesses may apply for spaces at \$50 per space. All businesses can request additional spaces at a cost of \$50 per space. **This space may not be sold or provided to a third party.** A maximum of 3 total spaces may be requested. Clifton business owners that have more than one business or storefront on one of the streets used by Clifton Day are only entitled to one free 10x10 space. Please note that we may not be able to fulfill all the requests for additional spaces.

Additional 10x10 spaces may be rented on Clifton Day at the current rate (\$500 per commercial space for 2011).

#### **EVENT DATE**

**Sunday, October 9, 2011** (always the Sunday of Columbus Day weekend) Rain date: Sunday, October 16, 2011.

#### **HOURS**

Official show time is 9 a.m. to 5 p.m., or until streets are cleared of patrons. No set-up or break-down between these hours. No vehicles have access to the town after 8 a.m.

#### **SPACES**

Space sizes vary but will be no less than 10x10 ft. on streets and in parking lots. We have no indoor spaces. Each exhibitor is required to furnish their complete display. No electrical hookups are available.

#### **UNLOADING AND SETUP**

There is no check-in process. Vendors should drive directly to their spaces and unload. Exhibitor spaces will be pre-assigned and a map will be sent to each exhibitor with space numbers and map of Clifton Day.

#### **PARKING**

Parking is not permitted in show spaces. Please follow the instructions of Clifton Day staff and park where directed after you unload. You may request staff parking passes but please do so only if necessary since these will be in lots manned by the Boy Scouts, PTA or a church group. These passes will reduce the revenue made by these non-profits.

#### **CLIFTON DAY BOOTH FEE**

\$50 per 10x10 space. Up to three spaces may be requested. One space free for businesses with a storefront.

#### **DEADLINES**

**July 15 - Applications are due. Include payment (if applicable).**

**Sept 1 - Deadline to cancel and receive a refund of application fee.**

#### **APPLICATION**

Mail your application, including your check made payable to **Clifton Betterment Association** (if applicable) to:

**CBA Clifton Day Coordinator  
PO Box 94  
Clifton VA 20124**

**STILL HAVE QUESTIONS? Call 703-539-8000 or [info@cliftonvirginia.org](mailto:info@cliftonvirginia.org)**

# APPLICATION 2011

## Town of Clifton Exhibitors



**NAME:** \_\_\_\_\_

**BUSINESS NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PHONE (H):** \_\_\_\_\_ **(W)** \_\_\_\_\_ **(Cell)** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**VENDOR SPACES:**

Number of spaces requested: \_\_\_\_\_

*TOTAL FEE \$* \_\_\_\_\_

**Number of Parking Passes Requested:** \_\_\_\_\_

**VENDOR RESPONSIBILITY:** Each vendor is fully responsible for their own property, including loss by breakage, theft, fire, rain, or any other cause of damage to inventory or self. Vendors are responsible for any insurance they deem necessary. By signing this application, the vendor hereby expressly releases the Clifton Betterment Association and the Town of Clifton from any and all liability for damage, loss, or injury to any person or goods from any cause whatsoever. The Clifton Betterment Association and the Town of Clifton assume no responsibility or liability for fire, theft, rain, or other loss or damage or for injuries to person or property. *No ready-to-eat food or drink items can be sold without prior coordination with Clifton Day Food Vendor Coordinator. Absolutely no alcoholic beverages will be allowed without permission from the CBA and ABC licensing.*

**Mail the following:**

1. Completed application form.
2. Check payable to Clifton Betterment Association (as applicable).

**CBA Clifton Day Coordinator**  
**PO Box 94 Clifton, VA 20124**

I agree to the terms and conditions set forth in this application for the Clifton Day Art & Craft Festival:

Signature \_\_\_\_\_