



Mena Eclipse-mas Festival
April 5th – 8th, 2024
For Profit COMMERCIAL BUSINESS
Vendor Application Form
Vendor Hours 10:00 am - 6:00 pm

Deadline for Submission: December 1 *Juried Show* Acceptance/Denial Packets mailed by January 1

Please remit payment AFTER you receive acceptance.

Photographs of your booth and exhibited items MUST be attached to this application.

Organization / Business Name: _____
 Contact Person(s): _____
 Daytime Phone: _____ Cell Phone: _____
 E-mail: _____
 Website: _____ Facebook Link: _____
 Address: _____
 City: _____ State: _____ Zip: _____

Commercial Vendors

*Rates & fees are listed on the back of this form. Vendor fees will be collected **after** application acceptance and must be paid before setting up at the festival. **Photographs of your exhibited items must be sent with your application.** Applications received without these items attached will not be reviewed. The Mena Eclipse-mas Festival Policy / Acceptance / Vendor Agreement will be mailed by January 1 and must be returned by December 15. Setup information, maps, etc. will be mailed to you as well. All booths will be admitted at the discretion of Mena Eclipse-mas Festival Committee. This is a juried festival. Photos of exhibited items will be required with ALL application forms for Commercial Business Vendors, even if you are a returning vendor.*

Please list ALL items you will be displaying / selling. Use additional sheet if necessary.

Please provide the price range of your products (lowest to the highest): _____

*The committee makes every effort to avoid admitting duplicate items so it is very important to list all items sold in this space and provide pictures. **Photos are required.***

Please indicate the number of booth spaces you need: ____10x10

- *Only 8 spaces available for commercial business vendors so send your application in early.*
- *Limited spacing available with electricity, which may or may not be available to commercial business vendors.*
 Yes, I would like electricity if available: _____ Voltage _____ Total Amps _____
- *Please note Use of Vehicles & Trailers under Guidelines & Regulations on the back of this form.*

FESTIVAL HOURS: 10:00 am - 9:30 pm Friday and Saturday.
COMMERCIAL BUSINESS VENDOR HOURS: 10:00 am - 6:00 pm Friday and Saturday.

I, the exhibitor, agree to the terms on pages 1 & 2 of this form and acknowledge, if accepted as a vendor, I will receive the full written policy with additional terms, conditions, and regulations for the “2024 Mena Eclipse-mas Festival” and my acceptance to the festival will not be finalized until I have read , initialed, and signed the full written policy and vendor agreement along with a check for the vendor and electrical fees. Mena Eclipse-mas Festival Policy available upon request by emailing pasha@visitmena.com. I agree to abide by all of the terms set forth in the aforementioned and in this “Application Form” with no exceptions, and do hereby contract space for the 2024 festival.

Signature: _____ Date: _____

Thank you for your interest in the 2024 Mena Eclipse-mas Festival.

Please return this form to:

Mena Advertising & Promotion Commission | 520 Mena St. | Mena, AR 71953

You may download additional forms at www.visitmena.com

Questions/Comments? Contact us at 479-394-8355 or pasha@visitmena.com

Photographs of your booth and exhibited items **MUST** be attached to this application.

***2024 Mena Eclipse-mas Festival
For Profit COMMERCIAL BUSINESS Vendor Fees***

For Profit Commercial Business Vendors	
10x10 Booth Space:	\$400.00 / space
Electricity (if available):	\$80.00 each booth space
<i>*No tables, chairs, etc. are included. The fee is for the space only.</i>	

Set up time will be April 4th, 9 am – 4 pm. Security will be provided from 8 pm Thursday, April 4th through 11:00 pm Monday, April 8th. You will be **REQUIRED** to be open and have your booth staffed from 10 am – 6 pm April 5th – 8th. Booth breakdown **will not be permitted** until after 6 pm Monday, April 8th. Any booth breakdown prior to this will be monetarily penalized and billed and may not be approved for future festivals.

Guidelines & Regulations

Items restricted to sell: items include, but are not limited to, alcohol-related products, tobacco products, e-cigarette products, fireworks, pornographic or otherwise offensive material, snap pops, stink bombs, live animals, or silly string. In addition, guns (toy, real or otherwise) and knives (toy, real or otherwise) **unless approved by Commission Prior to Celebration and is at the Commission’s discretion.** The previous list is for example purposes and is not all inclusive. The Mena Eclipse-mas Festival Committee has the sole and exclusive right to add additional items to the list before or during the Festival. The Committee, in its absolute discretion, shall decide at any time, before or during the festival, whether an item or product can be sold at a booth or on the premises. Should the Committee exercise this right and inform a vendor that an item or product cannot be sold; the item will immediately be removed from the booth or exhibit area and the festival premises.

Fire, theft, damage: The Mena Eclipse-mas Festival Committee and/or the Mena Advertising & Promotion Commission will not be responsible for loss due to fire, theft, winds or other damage regardless of the cause. The Mena Eclipse-mas Festival Committee and/or the Mena Advertising & Promotion Commission is expressly released from any loss, injury, or damage to persons or property.

Use of vehicles & trailers as booth space: Due to logistics, vehicles and trailers **WILL NOT** be allowed as booth space for commercial business vendors. Visit the A&P’s tourism website www.visitmena.com for a list of available RV sites and lodging facilities. **NO CAMPING WILL BE ALLOWED IN JANSSEN PARK.**

Failure to comply with regulations will result in the exhibitor being dismissed from the 2024 Celebration and future festivals.

For the written Mena Eclipse-mas Festival Policy, please request by emailing pasha@visitmena.com

The festival is held in Historic Janssen Park at 604 7th Street, Mena, AR 7195

Please acknowledge your agreement to these terms & regulations with your signature on page 1 of this form. Please initial _____

Mena Eclipse-mas Festival Committee:

Approved with no restrictions on listed exhibits: _____ (Signature)

Approved with restrictions on listed exhibit items: _____ (Signature)

Application declined: _____ (Signature)