



# City of Derby

## Spring Into Art Vendor Application

The City of Derby is accepting applications for the 4<sup>th</sup> Annual Spring Into Art event to be held Sunday, October 4 from 11 a.m. to 4 p.m. at Madison Avenue Central Park, 512 E. Madison Ave. in Derby, Kan. The event is free and open to the public.

The park will accommodate 20 booth spaces on the Event Lawn, using COVID social distancing guidelines. The cost is \$25 per booth. Proceeds from vendor fees will go to event advertising costs.

This event will include live entertainment, art vendors, food trucks, craft kits for kids to take home, the Derby Farmers Market (in the parking lot) and more. The event will only be held if weather is conducive for an outdoor event due to COVID regulations. In the unfortunate event we must cancel due to COVID restrictions or weather, entry fees will be refunded. Refunds will not be given for any other reason.

### BOOTH INFO

Booth fees are \$25 for a 10' x 10' space (includes one 6' table and two chairs)

### REGISTRATION

- Deadline: Monday, Sept. 21, 2020
- Payment may be made by check or online using Paypal.

### RULES

- Handcrafted items and/or original artworks. This event is not a craft fair, but if booth spaces are available we may consider craft applicants.
- Provide three photos of items and booth display along with a description of the items pictured.
- The Spring Into Art Event Committee makes all decisions regarding eligibility. Vendor packets will be sent to registered vendors the week of Sept. 28.

### VENDOR INFO

- Vendors are responsible for their own set-up/tear-down. Vendor set-up is from 8 to 10:30 a.m. on Oct. 4. Vendors should not to tear-down prior to 4 p.m.
- Extension cords should be supplied by the vendor.
- There will be a designated parking area for vendors (a map will be included in your vendor packet).

If you have questions, contact Janae' Springer at (316) 788-1519 ext. 1232 or email [JanaeSpringer@derbyweb.com](mailto:JanaeSpringer@derbyweb.com). Online applications are available at [www.DerbyKS.com/springintoart](http://www.DerbyKS.com/springintoart).

**City of Derby: Spring Into Art**  
**Oct. 4, 2020**  
**Madison Avenue Central Park, 512 E. Madison Ave.**

**Art Vendor Application**

*Please complete the application in full. Incomplete forms will be returned.*

Business Name \_\_\_\_\_ Tax ID# \_\_\_\_\_

Name \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Cell Phone \_\_\_\_\_ Home/Business Phone \_\_\_\_\_

Power needed: Yes  No  (must provide your own extension cords)

Detailed description of handcrafted items/original artworks:

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Additional Information/Special Requests

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Item	Quantity	Amount
Booth (10'x10')	\$25x _____	= _____

Please make checks payable to City of Derby. Mail to:

City of Derby  
Attn: Janae' Springer  
611 Mulberry Rd. Suite 300  
Derby, KS 67037

In consideration of my participation in this activity, I hereby release and discharge the City of Derby and all persons connected with this activity from any and all issues arising from illness, injuries and damages I may suffer as a result of my participation in this activity. I also understand that the City of Derby is not responsible for any cost incurred for medical services while participating in this activity, or loss of merchandise while exhibiting. I acknowledge that I have read and understand the rules and regulations concerning this activity.

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