

# donkeycreekfestival



## 14<sup>th</sup> ANNUAL DONKEY CREEK FESTIVAL

*To provide an opportunity for people to gather and enjoy the arts.*

[www.donkeycreekfestival.com](http://www.donkeycreekfestival.com)

*You are invited to participate in the 14<sup>th</sup> Annual Donkey Creek Festival (DCF) at Gillette College on June 21-22, 2019 in Gillette, WY. The two-day festival is a showcase for live music, quality fine art and crafts, and much more.*

*The DCF Committee is a non-profit charitable organization and all proceeds are used to produce the festival.*

## ARTIST VENDOR INFORMATION

Artist booth fees are \$100. ***Electricity is not provided for artist's booths.***

No commission on artist sales will be retained by the Festival. Examples of acceptable artist submissions include: pottery, painting, original photography and handmade art mediums which must be original and made by the exhibitor. Examples of acceptable other marketplace submissions include: olive oil, honey, handmade soap, spice blends, etc. Participants will be selected by the event committee. All submissions will be juried. Include at least two images of your work and one image of your booth (if image of booth not available, please provide description/materials and diagram). Printed photos, or digital images on a CD are acceptable.

All spaces are approximately 12' wide by 12' deep. If your booth is more than 12' DEEP, you will need to pay an additional fee of \$100. If your booth is more than 12' WIDE, you will need to pay an additional booth fee of \$100.

The facility's picnic tables are NOT for exhibitor's use. The festival takes place at Gillette College where tent stakes can be no longer than six inches. Not all booth locations are perfectly level, so exhibitors are advised to bring leveling supplies for table displays.

### **WEATHER:**

Wyoming is known for unpredictable and inclement weather. Vendors should be prepared for any weather changes. If the weather becomes severe, a Festival coordinator will consider and determine suspension, cancellation or relocation of part or all of event.

***There will be no reimbursement of booth or application fees due to weather.***

### **TAXES, ETC:**

All participating artists are required to collect and pay the appropriate local and state sales tax. For the sales tax rate in Campbell County, please check with the Department of Revenue: <http://revenue.state.wy.us/>

### **SECURITY:**

Limited security of the Festival grounds is provided on Friday night. Vendors are encouraged to secure their booths/belongings.

### **FEES:**

Each application must be accompanied by a check and photos of your wares to cover the appropriate booth fee, for jury purposes. Please make checks payable to Donkey Creek Festival. We will not accept post-dated checks. If you are not selected to be in the Festival your check will be returned.

***GENERATORS ARE NOT PERMITTED.***

**ARTIST BOOTH SCHEDULE:*****Friday, June 21st***

Booth Set-up: 11 AM – 3 PM

Booths Open: 4 PM to 8 PM

***Saturday, June 22nd***

Booths Open: 10 AM to 6 PM

***Note: The Art Vendor hours listed above are the minimum requirements. Art vendors may stay open later than the booth closing time if the vendor desires, but must shut down for the night once the last musical act of the night finishes their set. Vendors may choose to tear down Sunday morning, but no security is provided Saturday night.***

Tech Side Address

Gillette College Technical Education Center

3251 S. 4J Road

Gillette, WY 82718

NAME	BUSINESS NAME		
ADDRESS			
CITY	STATE	ZIP	
BUSINESS PHONE	CELL PHONE FOR TEXT		
EMAIL	WEBSITE		

LIST OF ITEMS FOR SALE

**BOOTH INFORMATION**

BOOTH DIMENSIONS - HEIGHT	LENGTH	BOOTH SPACE MAXIMUM 12' X 24'
---------------------------	--------	-------------------------------

**MY PAYMENT ENCLOSED INCLUDES:**

ARTIST BOOTH FEE-\$100

ADDITIONAL SPACE (DEPTH)-\$100	(IF NEEDED) PROVIDE REQUESTED SIZE
--------------------------------	------------------------------------

ADDITIONAL SPACE (WIDTH)-\$100	(IF NEEDED) PROVIDE REQUESTED SIZE
--------------------------------	------------------------------------

TOTAL PAYMENT ENCLOSED:

***Complete and sign this application and mail with check for booth space to:***

**Donkey Creek Festival Committee****PO Box 4501****Gillette, WY 82717****For more information, call Jennifer Toscana at (307) 686-5203 or email [jennifert@gillettewy.gov](mailto:jennifert@gillettewy.gov)**

# GENERAL RELEASE

In consideration for being allowed to participate/volunteer in the Donkey Creek Festival, I agree and acknowledge as follows:

- 1. RELEASE OF LIABILITY:** I, unconditionally release, hold harmless and indemnify the Donkey Creek Festival, Gillette College, the City of Gillette, all sponsoring organizations, and their directors, officers, employees, agents and volunteers, successors and assigns, and all other persons directly or indirectly liable, from all claims of legal or financial liability of any kind, including but not limited to, personal and economic injury, loss, costs, or damage arising out of or in conjunction with the Donkey Creek Festival, whether foreseeable or unforeseeable, including those resulting from negligence or fault, without regard to any hazards which may exist, whether hidden or obvious.
- 2. SEVERABILITY:** If any part of this Acknowledgment, Release and Waiver is found to be invalid, all other parts of this Acknowledgment, Release and Waiver shall be binding and continue in full force and effect.
- 3. ACKNOWLEDGMENT OF VOLUNTARINESS:** I have not been pressured in any way to participate in these activities.  
Any activities I undertake are done so voluntarily and solely for purposes of participating in the Donkey Creek Festival.
- 4.** I represent that I am an adult and legally competent to sign this release; that the terms of this release are contractual; and that this release shall be binding on me, my personal representatives, heirs, successors and assigns. I have fully informed myself of the contents of this Acknowledgment, Release and Waiver by carefully reading it and I sign this release voluntarily.

NAME (PRINT)\_\_\_\_\_

SIGNATURE\_\_\_\_\_

DATE\_\_\_\_\_