

When:

Saturday, November 3, 2018

Location:

890 Old Carter Hill Road
Pike Road, Alabama 36064



The Pike Road Arts & Crafts Fair

Contact: Wanda Gaddis

Phone: 334-425-4687

Email:

Prchair@pikeroadartsandcraftsfair.com

2018 Craft Vendor Application

Vendor Information:

Date: _____ First & Last Name: _____

Address: _____

City, State, Zip: _____

Phone Number: _____

Email Address: _____

Office Use Only
Booth Assignment

Section: _____
Booth #: _____

Date Assigned: _____

Paid: _____

Booth Information:

Circle ONE

Single Booth (10x12): \$100+17 or Double Booth (10x24): \$175+17
\$17 charge for Pike Road 1 Day Event Business License

Does your booth require a generator (not provided) : _____ Yes _____ No

If you have been a vendor for 10+ years, would you like your same vendor space? _____ Yes _____ No

Art/Craft Information

Type of Art/Craft: _____

Description of Art/Craft: _____

Application Submission & Payment Method

Deadline: October 12, 2018

Submission Checklist

1. Vendor Application
2. Photos (3)
3. Check (booth + business license)
4. Pike Road Business License Application

Mail to:

Pike Road Arts & Crafts Fair
P.O. Box 640202
Pike Road, Alabama 36064

How would you like
you vendor packet?

_____ Mailed or _____ Emailed

Terms and Agreements

I have read and understand the rules and regulations of the Pike Road Arts & Crafts Fair. Failure to comply will ALL rules and regulations may result in forfeiture of show.

Signature

Date



The Pike Road Arts & Crafts Fair

Rules and Regulations

Application Submission

- Vendors must mail their COMPLETED application by **Monday, October 1, 2018**.
- Any items that you plan to sell during the fair must be represented in your **(3)** booth images submitted with application.

General Rules

- No personal pets allowed.
- No propane or kerosene heaters allowed.
- You may NOT sell food or drinks from your booth.
- All booths MUST remain intact until fair closing.
- We reserve the right to remove any offensive or non-juried product.

Registration / Setup

- Registration begins at 9:00 AM on Friday, November 2nd.
- Accepted artist must show a valid parking pass and photo ID.
- Accepted artists who have not checked in by **8:00 AM on Saturday, November 3rd**, will forfeit their space and booth fee.
- **ALL** vehicles are required to be moved and parked in vendor parking by **8:00 AM on Saturday, November 3rd**.
- Tent weights are required. Minimum of 25 pound weights per tent leg.
- All tables must be covered with flame retardant material.

Sales Tax & Business Licenses

- We will provide you with sales tax & business license information in a follow-up vendor packet.
- Vendors are responsible for collection and payment of sales tax.
- Vendors are responsible for obtaining Pike Road City and Montgomery County 1-day business licenses.
- Please send the Pike Road City Business License Application in with your vendor application. Also, please include the \$17 business license fee in your booth fee.

Parking and Security

- Parking passes will be furnished and must be displayed on the dash of your vehicle. Vehicles must park in vendor parking lot.
- Overnight parking is allowed in the exhibitor parking lot.
- Security will be provided Friday Night/ Nov 2.

Cleanup

- Do not leave garbage on the ground. Vendors who violate this rule will not be asked to come back.

Damage

- The Pike Road Arts & Crafts Fair will assume NO responsibility for loss, theft or damage to items exhibited.

Cancellation Policy

- All cancellations must be in writing. Show deposits and fees are not refundable.
- An accepted application is a commitment to participate in the show. **NO REFUNDS** will be made for any reason, including inclement weather.



TOWN OF PIKE ROAD
9575 VAUGHN ROAD
P O BOX 640339
PIKE ROAD, AL 36064
Ph. (334)-272-9883
Fax (334)-272-9884
Email: tosha@pikeroad.us

SPECIAL EVENT LICENSE

Greetings:

The Town of Pike Road welcomes you and your business to our town. According to **Ordinance 2012-0266** of the Town of Pike Road, amended **Ordinances 2014-0295, 2017-0383, 2018-0386** and section 11-51-90, of the Code of Alabama, 1975, states anyone doing any kind of business: trade or profession within the Town of Pike Road and its Police Jurisdiction should pay a license fee for the privilege of doing so. The code applies to individuals, partnerships, corporations and self-employed independent contractors. All license renewals are due January 1st and delinquent after January 31st or penalties will apply.

Business License Code of the Town of Pike Road **Section 3(e)** reads as follows:

Section 3. License term; minimum license fee

(e) Special Event License Fee. Every person who commences business for a special short-term event held within the Town of Pike Road city limits or within its police jurisdiction, included, but not limited to arts and crafts shows, holiday merchants, trade shows, festivals, fairs or any other temporary business that does not intend to establish a permanent location wherein retail sales of food, beverages, crafts, services, and/or goods are offered will be subject to a one day license fee. Temporary kiosks in malls, holiday, summertime or seasonal vendors and like establishments will not qualify for this special event license. Individual and Homeowners Association yard sales are exempt. The fees for this license are as follows:
(ii) "Vendor" or any business/individual that offers for sale food, beverages, crafts, services and goods at any special events/temporary events will be subject to the following license fees:

- **Town of Pike Road City Limits:**
 - One Day-\$10
 - Two Consecutive Days-\$15
 - Three or More Consecutive Days-\$20
 - Issuance Fee-\$12

- **Town of Pike Road Police Jurisdiction:**
 - One Day-\$5
 - Two Consecutive Days-\$7.50
 - Three or More Consecutive Days-\$10
 - Issuance Fee-\$12

If you are already conducting business in the Town of Pike Road, you will need to purchase a full-year license. Please contact Tosha Darnell for assistance.

***In addition, all goods sold or shipped into the Town of Pike Road are subject to the 2.25% sales tax. The total sales tax within the Town of Pike Road with the State and County tax is 8.75%. The Pike Road portion is collected by the Alabama Department of Revenue. The Police Jurisdiction extends 1 ½ miles beyond the town limit and the applicable sales tax is 1.13%. Please call Town Hall for verification.

We look forward to working with you and if the town can ever be of assistance please do not hesitate to contact us.
Visit us on the web at www.pikeroad.us

TOWN OF PIKE ROAD, ALABAMA BUSINESS APPLICATION

The Town Does Impose the Business License Tax in its Police Jurisdiction

Complete and Mail To:

TOWN OF PIKE ROAD
9575 VAUGHN ROAD
P. O. BOX 640339
PIKE ROAD, AL 36064-0339
tosha@pikeroad.us
(334) 272-9883 Fax (334) 272-9884



Please Print or Type

ONLY COMPLETE IF YOU HAVE ANY UPDATES.

APPLICANT COMPLETE THIS BOX

FED EMP ID #
ALABAMA TAX ID #
FORM OF OWNERSHIP (check one)
Sole Prop. Partnership
Corp. Prof. Assoc.
LLC Other

One Day Event in The Town of Pike Road City Limits: \$10 + \$12 Issuance Fee = \$22

One Day Event in Police Jurisdiction: \$5 + \$12 Issuance Fee = \$17

Name of Event:

Date of Event:

Current Pike Road Business License Name & Account Number:

Application Type: (check one) New Renewal Owner Change Name Change Location Change

Legal Business Name:

Trade Name: (If different from above)

NAIC Code:

Business Activities: (Brief description - Type of retail trade, type of contractor, type of wholesale trade, R/E, Rental, Leasing, Type of service etc)

Physical Address: (Street) (City) (State) (Zip)

Mailing Address: (Street) (City) (State) (Zip)

Telephone: (Business #) (Fax #) (Cell #)

Name & Phone # for Contact Person ()

Email address for contact:

List Following for Owner(s), Partners, or Officers (Attach separate sheet if necessary)

Table with 4 columns: Name, Residence Address, SSN (if not publicly traded co.), Title. Rows (1), (2), (3).

Date Business Activity Initiated or Proposed in Pike Road: # of Employees in Pike Road

This application has been examined by me and is, to the best of my knowledge, a true and complete representation of the above named entity, and person(s) listed.

Date Signature Title