

**Old Oak Festival 2023**

**April 22-23**

**VENDOR REGISTRATION FORM**

**BEFORE** a booth space will be assigned, this form **MUST** be completed and returned with the registration fee and mailed to the address at the bottom of this form by **April 7, 2023**.

Please print clearly.

Name of Business: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person/Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address (Street or PO): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, State, Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number(s) with area code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of vendor spaces needed: \_\_\_ 6x6 Authors Row \_\_\_ 10x10 Artisan/Vendor \_\_\_ Box trailer \_\_\_ Food truck

Type of item(s) to be sold and/or displayed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of car/dash passes needed: \_\_\_\_

Personal vehicle(s) that will be on campus during the festival in case of emergency: (please print clearly)

1. Color: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Make:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Model:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ License Tag: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Color: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Make:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Model:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ License Tag: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*By signing below vendors agree to and understand the following:*

* **BEFORE** a booth space will be assigned, this form **MUST** be completed and returned with the registration fee and mailed to the address at the bottom of this form by **April 7, 2023**. Booth participant(s) will be responsible for manning their booth both days of the festival and collecting their own money. All vendors are subject to approval by the Old Oak Festival Committee.
  + **NO ELECTRICITY or WATER** will be supplied to any vendor during the festival. Vendor agrees to provide their own electricity and water. Electrical supply is limited to the stage area only.
* Registration fee only guarantees a booth space. Vendors will be responsible for furnishing any other needed items (i.e., tables, chairs, tents, etc.)
* Vendors are responsible for their own taxes.
* With the exception of loading and unloading before and after festival hours, vendors will park **ONLY** in designated parking spaces.Vendors will have a parking passinside their packets. Please display the pass at all times on your dashboard. **Vehicles parking in undesignated areas will be subject to towing at your own expense.**
* Tusculum University is not responsible for theft, loss, injury, or fire.
* NO smoking (no tobacco or no vaping), NO alcohol, firearms, or pets are permitted on-site. If this occurs, you will be asked to leave the premises.
* Changes may occur due to inclement weather; therefore, vendors should make arrangements accordingly.

I understand and adhere to the information stated in this registration form. Please print and sign your name below.

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Kim Kidwell

Tusculum University

P.O. Box 5040

Greeneville, TN 37745

423-636-0525 direct phone

423-525-7745 cell phone

\*\*\*PLEASE PRINT A COPY OF THIS FORM FOR YOUR RECORDS\*\*\*

Once we receive your registration form with the payment, we will email you a vendor confirmation.

Please bring a printed copy of the confirmation with you upon arrival.

**For questions or comments please contact:**

Kim Kidwell (Festival Director, Assoc. VP of IA – [kkidwell@tusculum.edu](mailto:kkidwell@tusculum.edu) 423-525-7745)

Matilda Green (Authors – [mgreen@tusculum.edu](mailto:mgreen@tusculum.edu) - 423-329-5366)

Dr. Tim Carter (Entertainment – [tcarter@tusculum.edu](mailto:tcarter@tusculum.edu) – 423-741-1745)