



Bainbridge Chamber of Commerce
P.O. Box 755
Bainbridge GA 39818
229-246-4774
www.bainbridgechamber.com

River Town Days Marketplace Vendor
March 9, 2024
100 Boat Basin Circle, Bainbridge GA
www.RiverTownDays.com

The River Town Days Celebration is a one-day outdoor festival complete with music concerts, an artisan marketplace featuring handcrafted and upcycled goods, kids rides, and community competitions. The event takes place at the Bainbridge, Georgia Earle May Boat Basin, along the banks of the beautiful Flint River. The event is put on by the Bainbridge-Decatur County Chamber of Commerce. Annual attendance is estimated at 10,000. We look forward to seeing you there!

DATE: Saturday, March 9, 2024

TIME: 9:00 a.m. to 9:00 p.m.

LOCATION: Earle May Boat Basin Park, 100 Boat Basin Circle, Bainbridge, GA 39819

FESTIVAL ADMISSION: Free

PRODUCED BY: The Bainbridge-Decatur County Chamber of Commerce

MARKETPLACE & CONCESSIONS CONTACT: Christine Welsh 229-403-7736

FIND US ON FACEBOOK: Bainbridge River Town Days

FOR MORE INFORMATION:

Festival details are subject to change. River Town Days is a rain or shine event.

Registration & Booth Fee

Applications must be completed in full and submitted with a booth payment and photos of products offered. Print photos will not be returned. No application will be accepted without the complete application package, photos, and booth fee. Acceptance is determined by the River Town Days Committee. Submission of an application does not guarantee a booth. Event directors reserve the right to decline applications based on the proposed items and refuse admittance to anyone whose work is deemed offensive or of questionable taste.

Jury Process

Jurors look for quality and innovation. Exhibitors with similar products are limited. Jury members review only the completed applications submitted. The jury works to complete our ultimate vision: to create a positive experience for our vendors, and the families that visit our festival.

Confirmation

Upon application review, the River Town Days Committee will send you an email confirming your approval or denial within two weeks of the festival.

Cancellation & Refund Policies

There is no rain date and no refund in case of inclement weather. If a vendor is declined, the booth fee will be returned via check or online refund.

Refunds requested before:

February 1: Fees will be refunded

February 15: 50% refund

NO Refunds after March 1st

The Bainbridge-Decatur County Chamber of Commerce reserves the right to remove any exhibitor and/or vendor from the event who does not adhere to all Rules & Regulations set forth by the Chamber of Commerce. Exhibitors and/or vendors in non-compliance will not be invited back to future events.

Animals and pets are not permitted in the event facility or neighboring outdoor event grounds except for service animals required because of a disability. Service animals must be harnessed, leashed, or tethered at all times. Service animal owners must properly dispose of pet waste. Please let us know in advance if you have a service animal.

No Smoking is Allowed in the event facility or neighboring outdoor event grounds.

Parking

Parking next to your booth is not permitted. Parking is in designated areas only. Handicap parking is limited. If you have a handicap parking permit, please let us know in advance and we will try to accommodate requests for a closer booth space to the handicap parking.

No Shows

“No Shows” who do not notify the Bainbridge Chamber of Commerce by phone or email prior to opening day will not be considered for future application and will not receive a refund. Assigned artist space will be forfeited to a wait-list artist.

Booths

Booth spaces are pre-assigned. Each exhibitor must provide his/her own tables, tablecloths, displays, signage, and tents. We ask each exhibitor to take appropriate measures to make sure space and surroundings are safe. Sales shall be confined to the assigned area – no hawking will be allowed. Vendors shall insure that all signage, wires, cords, and awnings are in good working condition and shall not be placed in a manner that is hazardous to pedestrians.

Grounds Security

The RTD Committee provides overnight grounds security for vendor booths on Friday, March 8th. Please keep vendor products and valuables under personal supervision before and during the Market.

Electricity

Electricity is not provided. Small generators are allowed.

Taxes

Exhibitors are responsible for handling their sales transactions and Georgia Sales Tax (forms will be provided at check in).

Setup

Booth setup is to take place between **8AM and 5PM on Friday, March 8th or between 7AM and 8AM on Saturday, March 9th**. All Booth vendors must check in with the Chamber no later than 8AM on Saturday, March 9th.

Hours of Booth Operation

Marketplace Vendors must have representatives present at all times during the event and are expected to be in operation from 9AM-7PM on Saturday. ALL goods, tents, and staging items must stay in place until the end of the RTD festival at **7PM Saturday, March 9th**. (Violation of this rule will result in a vendor not being re-admitted to future events). **Marketplace Vendors may pack up their tent and booth items by 7PM, BUT vehicles are not permitted into the venue areas until after 9PM OR UNTIL THE HEADLINER BAND IS FINISHED.**

Concession Vendors must have representatives present at all times during the event and are expected to be in operation from 9AM-9PM on Saturday. ALL goods, tents, and staging items must stay in place until the end of the RTD festival and concert at **9PM Saturday, March 9th**. (Violation of this rule will result in a vendor not being re-admitted to future events). **Vehicles are not permitted into the venue areas until after 9PM OR UNTIL THE HEADLINER BAND IS FINISHED.**

Cleanup & Breakdown

Remove all trash, cardboard, and zip ties/plastic tie downs. Cardboard boxes must be broken down for easy disposal. Exhibitors who fail to properly clean their area will be fined \$100 and will lose the right to participate in future festivals. Trash and vehicles must be removed from space by midnight following the event.

Advertising

The Bainbridge-Decatur County Chamber of Commerce River Town Days Festival will place event advertisements with media outlets servicing the region. Advertising will also be done through the Chamber of Commerce's website and social media pages.

Failure to Hold Event

In the event that River Town Days is not held due to a natural disaster or for any reason whatsoever, the participating vendor shall be entitled to a refund of the fee it paid to reserve its vending space and the participating vendor hereby releases the Bainbridge-Decatur County Chamber of Commerce and its officers, directors, representatives, employees, volunteers, and agents from any and all claims which might arise in consequence of River Town Days not being held.

Miscellaneous

The participating vendor agrees to accept as conclusive and binding the decision of RTD Festival as to any dispute between participating vendor and any other participating vendor or any person attending the RTD Festival as to any matter not covered by the Terms of Participation Agreement.

Liability

I (the participating exhibitor) agree to indemnify and hold harmless the River Town Days Festival and the Bainbridge-Decatur County Chamber of Commerce and its officers, directors, representatives, employees, and agents against any and all claims of any person whomsoever, arising from the acts of omission of the participating exhibitors, its representatives, employees, agents, patrons, or guests. Neither the River Town Days Festival, the Bainbridge-Decatur County Chamber of Commerce and its volunteers, nor the City of Bainbridge shall be liable for any loss or damage of exhibitor's property or person. The participating exhibitor agrees to accept as conclusive and binding the decision of the River Town Days Festival as to any dispute or matter not covered by the terms of this Participation Agreement.



RIVER TOWN MARKETPLACE VENDOR/EXHIBITOR APPLICATION: Saturday, March 9, 2024

Complete the application and **pay online at www.RiverTownDays.com** or return by mail to:
Chamber of Commerce, P.O. Box 755, Bainbridge, GA 39818

Along with your application please include the following:

- Pictures
- Total Payment: Make your check **payable to River Town Days**
- We will not accept applications without payment.
- Acceptance in the show is determined upon uniqueness of product and attractiveness of set-up.
- If you are not accepted into the festival, you will be advised within 60 days of submitting application.

Please Confirm Booth Package Below:

Marketplace Vendor 12' x 12' Booth - \$85

Additional 12' x 12' Space - \$25

_____ # of Spaces / Total Payment \$ _____

Company Name: _____

Contact Name: _____

Address: _____

City, State, Zip Code _____

Cell: _____

Email: _____

Website: _____

Will you use a trailer to supply your booth? Yes No **If yes, size:** _____

Will your booth need electricity? Yes No

Will you use a generator? Yes No

NOTE: This is a 1-day event. Your booth must be fully set up by 9AM on Saturday, March 9th. Breakdown is on Saturday, March 9th at 7PM, but vehicles are not permitted into the venue areas until after 9PM or until the headliner band is finished. Spaces will be assigned at the discretion of the River Town Days committee. The RTD committee reserves the right to refuse an exhibitor application. Exhibitors with similar products will be limited.

I/we have read and understand the Terms of Participation Agreement. I understand the River Town Days Festival Committee, the Bainbridge-Decatur County Chamber of Commerce and its volunteers and the City of Bainbridge will accept no responsibility for accidents, damages or injuries that may occur through my participation and I do hereby agree on behalf of my heirs, executors, administrators and assigns to release them from any and all liability.

Signature _____

Printed Name _____

Please complete the application and return to: *Bainbridge Chamber of Commerce, P.O. Box 755, Bainbridge, GA 39818*

All applications are due no later than **Friday, February 16th**

Product Category: _____

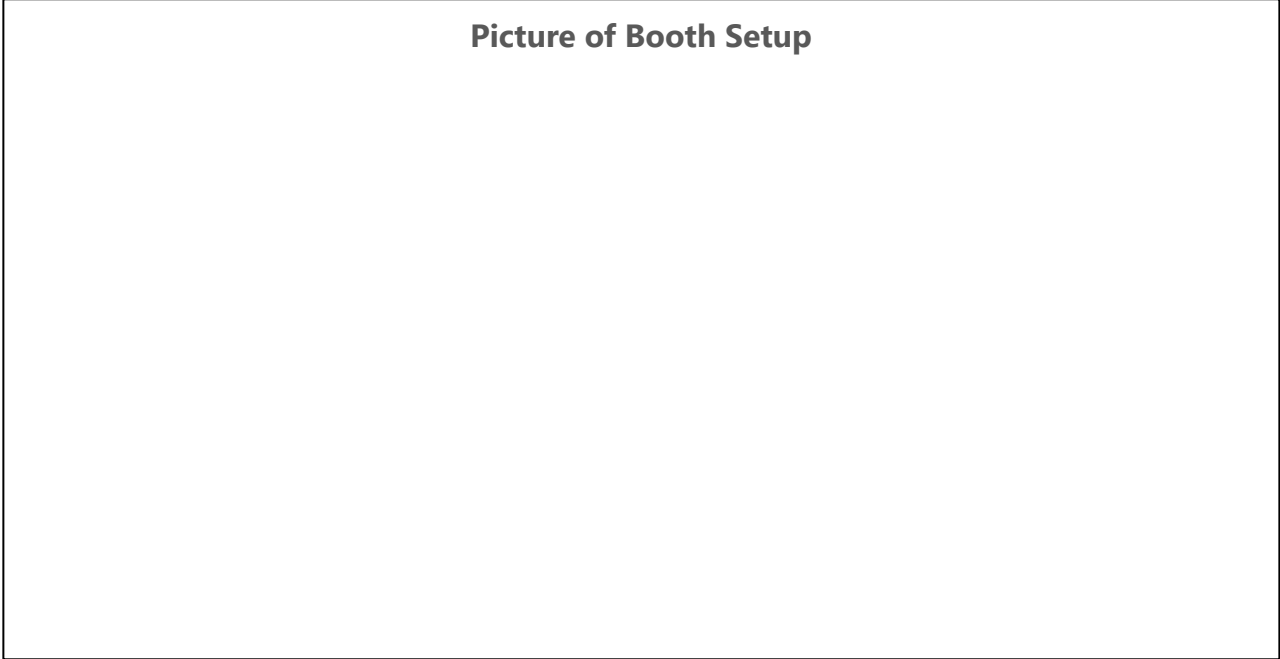
Special Requests:

List all product types you will be selling:

Give price range that you will be selling items for:

Photos: You may attach your photos to the application, they do not have to be pasted in the boxes below.

Picture of Booth Setup



Picture of Product



Arts / Crafts: Picture of Product Being Made

