

'FORK FEST 2023

**SATURDAY,
OCTOBER 7**

10 AM - 10 PM

**LIVE MUSIC
ARTIST VENDORS
FOOD TRUCKS
BEER GARDEN**

**JOIN US AT THE
NORFOLK ARTS CENTER!**

305 N. 5th Street

Yes! This year we are closing 5th Street to feature a day full of live music, artists vendors, sweet treats, beer garden, the Food Truck Rumble and lots of activities for the whole family.

With over 1,000 attendees each year, 'Fork Fest is one of the NAC's most highly sought out family events!

'Fork Fest is a celebration of Norfolk and all those who live, work, invest, and visit here.

If you have questions, please contact Nathan Ferry
nathan@norfolkartscenter.org



ARTIST VENDOR

TIMELINE AND CHECKLIST

Saturday, October 7, 2023

8:00 - 10:00 AM Check in and setup

10:00 AM - 9:00 PM 'Fork Fest Artist Sales

**Vendors must be present entire time.*

9:00 PM - 11:00 PM Tear down and clean up

WHERE:

Norfolk Arts Center – 305 N. 5th Street

COST:

\$35 for approximately 10' x 10' space

\$50 with electrical

No refunds after September 20, 2023.

CHECK IN:

Check in at the main desk inside Norfolk Arts Center

SET UP:

Vendors are responsible for setting up their space.

STAFFING:

Vendors are required to be present for the entire event (10:00 AM - 9:00 PM)

Vendor's display must be staffed at all times.

SALES:

Vendors are not required to donate any sales.

However, if you would like to donate a portion of your sales to the Norfolk Arts Center, you would be contributing greatly to the arts in Northeast Nebraska! Let us know if you would like to donate a percentage of your proceeds so we can advertise appropriately.

CHECK OUT:

No check out required.

MARKETING:

We will be advertising the event through press releases, newspaper, radio, print, social media, etc. Be sure to get us your info *immediately* to be included.

Do you have friends, relatives or colleagues who could benefit from an event like this?

Please send us their contact information and we will personally invite them to participate.

LIVE MUSIC * ARTIST VENDORS * FOOD TRUCKS * BEER GARDEN

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ARTIST VENDOR APPLICATION

Name					
Address					
City		State		Zip	
Phone					
Contact Name					
Email					
Brief description of what your space includes					

Need electrical? (additional \$15 charge)

☐

YES

☐

NO

10' x 10' booth space is **\$35** or **\$50** with electrical hook up.

Checks payable to Norfolk Arts Center. Credit card payments can be made by calling 402.371.7199.

NOTE:

** Your purchase is simply of the space. Any tables, chairs, display, personnel, etc. are the vendor's responsibility to acquire, setup and take down. See info sheet for timeline.

Liability Insurance and Security

Every vendor is responsible for insuring his/her own artwork and obtaining any legal licenses to sell liquor and so forth. Although ever precaution will be taken to ensure no loss or damage occurs to your booth, neither the Norfolk Arts Center nor Downtown Norfolk Association assumes responsibility for any damage, theft or loss of items brought during 'Fork Fest on Saturday, October 7, 2023. No refunds of booth changes after September 20, 2023.

Signature: _____

Date _____

This is an agreement between VENDOR and the Norfolk Arts Center for 'Fork Fest on Saturday, October 7, 2023.

APPLICATION DUE BY SEPTEMBER 20, 2023.