



## 2024 AUTHORS CORNER APPLICATION INFORMATION

MAY 18, 2024 – 10 AM TO 4 PM

RAIN DATE: MAY 19, 2024

DOWNTOWN QUAKERTOWN, PA

APPLICATION DEADLINE: MAY 3, 2024

Quakertown Alive!'s Arts Alive! art show and spring festival is celebrating 25 years in downtown Quakertown. The festival continues to grow in size and variety and offers authors a wide exposure to potential readers. By highlighting authors in our Authors Corner, authors and illustrators can attract new readership and customers for their work.

### Show Details

Bringing authors and illustrators together in one location allows us to offer a discounted space rate of \$25 for shared table space. Authors are welcome to apply for a separate space at the regular vendor rate – please see Vendor Application for costs.

- Book-signing table space will be provided in tents supplied by Quakertown Alive!.
- Space will be approximately 4' x 4' shared tables under a common tent.
- Display materials welcome.
- Please be prepared for an outdoor event, including wind gusts and fluctuating weather.
- Arts Alive! is a family event and books and display material should be family-friendly and/ or art-related.

### Refund Policy/Rain Plans

The rain date is Sunday, May 19, 2024, from 10 am to 4 pm. If the vendor decides to cancel and does not attend the rain date, even if due to bad weather, the vendor will not receive a refund.

In the event that both dates need to be canceled by Quakertown Alive! due to weather, we will refund half the vendor fees upon request by letter and a self addressed stamped envelope within 30 days. Any monies not requested to be refunded will be considered a donation to the programs of Quakertown Alive!, a 501 3 (c) non-profit organization.

***Please keep this page for your records.***

The Arts Alive! festival is brought to you by Quakertown Alive!, a 501(c)(3) non-profit accredited Main Street® organization dedicated to helping revitalize downtown Quakertown.  
Tel: 215 -536-2273 x2351 - Email: [gay@quakertownalive.com](mailto:gay@quakertownalive.com)

**ARTS ALIVE! 2024**  
**Authors Corner Application**  
**Festival: May 18, 2024**  
**Application Deadline: May 3, 2024**

<b>CONTACT INFORMATION</b> <i>Please print Legibly</i>	
First Name:	Last Name:
Book Genre:	
Address:	
Telephone	
Email: Please PRINT legibly	
Website or Facebook page	

<b>DISPLAY SPACE/ENTRY</b>
[ ] 4' x 4' \$25

<b>Book Titles</b>	
1.	4.
2.	5.
3.	

<b>PAYMENT</b>	
Entry fee (Amount remitted)	\$

Entry fee/display space fee is returned if application is not accepted.

**Liabilities & Permission:** I agree to assume all liability for, and agree to indemnify and hold harmless all organizations and persons sponsoring, managing or in any other way participating in the Arts Alive! Festival, including, but not limited to Quakertown Alive! and its personnel from any loss, claim, penalty, or lawsuit in any way arising from my/our operation or involvement in the Arts Alive! festival.

**May we publicize your book(s)** Quakertown Alive would like to help publicize your work related to this festival, if your application is accepted. Please **sign below** to give us permission to use your name & book title(s) to help publicize the event. Acceptance into Arts Alive will not be affected by your participation in this offer. I authorize use of my name and book title(s) for promotional materials and website. By signing below, you agree to the Terms and Conditions attached to this application.

X \_\_\_\_\_

**Return this form, images, and payment to:**  
**Quakertown Alive!**  
**314 W Broad St. #202**  
**Quakertown, PA 18951**

**Questions: Call 215-536-2273 x2351 or Email: [gay@quakertownalive.com](mailto:gay@quakertownalive.com)**

# QUAKERTOWN ALIVE! TERMS AND CONDITIONS

1. Quakertown Alive! reserves the right to accept or deny any vendor application.
2. The event committee will assign space location to the vendors. The committee can take special requests into consideration, but there is NO guarantee. Space assignments are final.
3. All vendors are required to remain open during the entire length of the event.
  - Arts Alive! – 10AM – 4PM
4. Vendors must adhere to the set-up times. NO early birds.
  - Arts Alive! set up begins 7:30AM. Vendors must be ready by 9:30AM
  - Food trucks must be in their assigned location by 8:00AM
5. Vendors may request an electric hookup. There is an additional \$15 cost for the electric hookup. Vendors MUST bring their own electrical cords.
  - There is a limited amount of electric hookups available. Spaces are allocated on a first-come-first-served basis.
6. It is the sole responsibility of each accepted vendor to obtain any and all required, applicable, and appropriate state and local licenses/ permits needed. Each vendor also bears the sole responsibility for payment of all taxes pertaining to their operation.
7. All structures and sundries (tents, tables, chairs, trash cans, etc...) are to be supplied by the vendor and are the responsibility of the vendor. The set-up must be secured to withstand changing weather conditions. **QA! will have a Designated Safety Officer walking the event to check on tent weights.**
8. Vendors agree to assume all liability for and agree to indemnify and hold harmless all organizations and persons sponsoring, managing or in any other way participating in the Arts Alive! Festival, including, but not limited to Quakertown Alive! and its personnel and Quakertown Borough from any seen or unseen injury, theft, or other loss to any person or property incurred by them or their representatives during travel to/ from, load in/ set up, event, and break down, claim, penalty, or lawsuit in any way arising from operation or involvement in the Arts Alive! festival.
9. If Quakertown Alive! cancels the event due to inclement weather, the vendor will receive a refund upon request by either letter or email ([gaye@quakertownalive.com](mailto:gaye@quakertownalive.com)) within 30 days. Any fees that have not been requested for a refund will be considered a donation to Quakertown Alive!.
10. Quakertown Alive! events are family friendly. We reserve the right to decide if a questionable item/ service is allowable at our organization's event. All decisions are final.
11. Quakertown Alive! has permission to share images from the vendors' website and social media. Vendors may also have their and their goods' pictures taken at the event for use on the Quakertown Alive! website and social media.
12. Vendors must agree to abide by the above terms and conditions as well as supplied additional event guidelines. We expect our vendors to be kind and courteous to each other, attendees, and our volunteers. Vendors are not permitted to walk the streets with products or samples.

## APPLICATION AGREEMENT

By signing below, I acknowledge that I have read, understand, and agree to abide by all the general information, procedures, conditions, fees, and instructions set forth in this application.

- I understand that I may be asked to leave the event and my fees not refunded if I do not follow the terms and conditions.
- I understand that failure to adhere to these terms and conditions may result in exclusion from future events
- I agree to indemnify and hold harmless all organizations and persons, sponsoring and managing or in any way participating in the Arts Alive! Spring Arts Festival, including, but not limited to Quakertown Alive!, the Borough of Quakertown, and personnel from any loss, claim, penalty, or any lawsuit arising from operation or involvement in the Arts Alive! Spring Arts Festival.

Applicant Signature: \_\_\_\_\_

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

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

Quakertown Alive! accepts checks, money orders, cash as payment. Checks and money orders should be made payable to Quakertown Alive!.

Quakertown Alive! accepts credit card payment in person or through a phone call. If you intend to pay with your credit/ debit card, understand that your application will not be processed until the transaction is complete.

Method of Payment:

\_\_\_\_\_ Check/ Money Order

\_\_\_\_\_ Cash

\_\_\_\_\_ Credit/ Debit Card

Phone Number: \_\_\_\_\_

Please send the completed application with payment to:

**Quakertown Alive!**  
**314 W Broad St. #202**  
**Quakertown, PA 18951**

**Questions: Call 215-536-2273 or E-Mail: [gaye@quakertownalive.com](mailto:gaye@quakertownalive.com)**