



Event Management Solutions

An EMSTAT LLC Business

Event /Production-Promotion-Management- Staffing

Bus Transportation-Emergency Evacuation and Logistics

13509 Flank March Lane, Spotsylvania VA, 22551

Office (540)972-2749 / Cell (540) 847-3684 / Fax (540)972-2026

Email: office@emstat.net

December 16, 2016

Hello to all,

You are cordially invited to participate in our **Rites of Spring and Fredericksburg Wine Festivals** for 2017. There is a discount available to all vendors who sign up by the deadline notated for each event.

As vendor spaces are filled, I will update our websites with your vendor information. Your logo (in .jpg format), can be emailed to: gary@emstat.net. and inform me of your website address so that I can attach a link.

All vendor forms may be emailed, faxed, or mailed to the contact information listed above. Checks must be written separately for each event.

Should you have any questions or concerns, please feel free to contact us. We look forward to seeing you in 2017!

Sincerely,

Gary Everett

Event Director

EMSTAT, LLC (Event Management Solutions)

(540) 972-2749 Main Office

(540) 972-2026 Fax

gary@emstat.net

www.emstat.net

Rites of Spring Wine Festival

April 8-9, 2017

**Spotsylvania Towne Centre
Spotsylvania, VA 22407**

NOTE: Vendor spaces are filled first come first serve and subject to approval.

All vendor payments are final.

Type of Vendor	Payment Received Before 02/15/2017	Payment Received After 02/16/2017
Fun Food	\$150.00	\$175.00
Staple Food	\$250.00	\$300.00
Artisans/Crafters	\$150.00	\$175.00
Wineries	\$300.00 + 1 case of assorted wine	\$350.00

Wineries will be given a tax receipt for the value of the wine

Fredericksburg Area Wine Festival

November 4-5, 2017

**Spotsylvania Towne Centre
Spotsylvania, VA 22407**

Type of Vendor	Payment Received Before 6/1/17	Payment Received After 6/1/17
Fun Food	\$175.00	\$200.00
Staple Food	\$300.00	\$325.00
Artisans/Crafters	\$175.00	\$200.00
Wineries	\$350.00 + 1 case of assorted wine	\$400.00

Wineries will be given a tax receipt for the value of the wine

The board of directors for The Rites of Spring and The Fredericksburg Wine Festivals has voted not to have commercial artisan and craft vendors at their events. With the exception of the Towne Centre food vendors, artisan and crafters cannot have a store front business; must be home based only.

Vendor Rules and Regulations:

1. Vendor spaces are approximately 12'x12'. EMSTAT will assume no liability for damages caused by tents. Vendors must setup within their allotted space. Your sales area is the front of your tent not the sides. Wineries will have a 15 x15 space and will have the front and one side.
2. Electricity & water **WILL NOT** be available to vendors.
3. All vendor payments must be received prior to the start of the event. **NO PAYMENTS WILL BE ACCEPTED THE DAY OF THE EVENT!**
4. **All vendor payments are final. No refunds will be issued once payment has been received.**
5. A \$35 Insufficient Funds Charge will be applied to any returned check.
6. At least one week prior to the event, a vendor email will be sent to all vendors with detailed setup information and other important event details.
7. Setup times will tentatively be Friday (the day before the event) between 12:00 PM -7:00 PM, and Saturday (the morning of the event) from 7:00 AM-10:30 AM. All wineries, food vendors, and anyone using propane or requiring a health department inspection **MUST** be setup by **6:00 PM Friday. All other vendors must be setup by 10:30 AM Saturday the day of the event!** Please check the setup email prior to the event to confirm these times.
8. No vendor will be permitted to breakdown before the close of the event. Should a vendor breakdown prior to the closing time they will not be permitted to attend future events.
9. ALL vehicles must be removed from the festival grounds and moved to designated vendor parking no later than 10:30 AM before the gates open to the general public each day of the event.
10. EMSTAT will provide onsite overnight security from Friday (the day before the event) thru Sunday (last day of the event) to ensure the safety of all merchandise.
11. EMSTAT does not provide insurance for vendors or their products. Insurance is the responsibility of the vendor. The vendor agrees to hold harmless EMSTAT LLC, all employees, and property owners from any claims, demands, suits, damages, losses, costs, accidents, injuries, or expenses which might arise out of any action or failure to act by EMSTAT, LLC.
12. All vendors will be responsible for collecting and reporting local, state, and federal taxes.
13. **No pets are permitted at any event.** The only animals permitted are exhibit/demonstration animals, and service animals for sight and hearing impaired individuals.
14. A majority of all communication with EMSTAT, LLC will be conducted via email, so please give a current and active email address.
15. EMSTAT, LLC will provide a blanket vendor permit for all vendors (if applicable). Please note that this does not cover required permits through the health department and/or fire department.
16. **All vendors must provide, and are responsible for, their tents, tables, and chairs.**

Vendor Application

Please note if you are registering for multiple events, you will need to fill out individual applications.

Vendor Agreement (please print clearly or you may type in appropriate boxes)

Name and Date of Event:	The Rites of Spring 2017 / April 8 & 9, 2017
Organization/Business Name:	
Contact Person:	
Street Address:	
Phone Number:	
Vendor Email:	
Website:	

Please note that all vendors will have a link to their website on the event website.

Please indicate the type of vendor you are and provide a list of what you will be selling.

Festival fee is \$_____ if payment is received **on or before notated deadline** and \$_____ if received **after notated deadline**. Spaces will be 12'x12'. Additional vendor spaces may be purchased if necessary. Each vendor will receive 2 vendor passes.

Checks are to written to **EMSTAT, LLC** and mailed to 13509 Flank March Lane, Spotsylvania, VA 22551. Please see page 5 to submit Credit Card info.

Vendors will receive an acceptance email and sales receipt upon receiving and processing of payment.

Number of Spaces _____ x \$_____ if paid before deadline = \$_____ Total enclosed.
_____ x \$_____ if paid after Deadline = \$_____ Total enclosed.

I have read and agreed to the Vendor Rules and Regulation on page 3 [] YES [] NO

Vendor Signature:	
Date:	

Vendor Application

Please note if you are registering for multiple events, you will need to fill out individual applications.

Vendor Agreement (please print clearly or you may type in appropriate boxes)

Name and Date of Event:	Fredericksburg Wine Festival / November 4 & 5, 2017
Organization/Business Name:	
Contact Person:	
Street Address:	
Phone Number:	
Vendor Email:	
Website:	

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I have read and agreed to the Vendor Rules and Regulation on page 3 [] YES [] NO

Vendor Signature:	
Date:	

Credit Card Payment Information

There is a 3.75% processing fee that is non-refundable

Payment Type: MasterCard VISA Discover American Express

Name on Card:

Card No:

Expiration Date:

Security Code:

Phone Number:

Zip Code:

PLEASE RETURN THIS FORM BY EMAIL, FAX OR USPS

EMSTAT, LLC
13509 Flank March Lane
Spotsylvania, VA 22551

gary@emstat.net

(540) 972-2026 Fax

We ask that all vendors put this event on their website and link to the event.
It can only generate more business for all.

Vendor fees are non-refundable

Thank you.