



**RTP Productions Festival Raise the Praise
Richland Park, Portland, Tennessee
Vendor Application, June ____ 20__**

Please complete and return entire form to apply for a booth at Raise The Praise 2 day Festival. **Vendors will set up Friday, _____ by 3 p.m. closing their booths only during the evening ministry and then will reopen [and] will reopen their booths on SATURDAY, _____ by 9 am until morning ministry from 10: -11:30 a.m. and during Saturday's evening ministry and then reopen their booths after ministry time.** RTP makes **no money** with their festival events. We keep these events free to the public. RTP takes on the huge monetary investments to provide these excellent events to our tri-county area and beyond. RTP rents the park grounds for the festival; therefore we are requiring a small vending fee donation to help absorb some of some of that cost. These events cost approximately \$10,000.00 to \$15,000.00 each year to present to the tri-county area, so every donated amount helps.

Terms and Conditions:

- All Vendors will check in with RTP's Director of Vending's check point, when arriving
- Booths/location will be reserved as soon as the application/fee is received.
- RTP Productions may choose to deny a vendor based on appropriateness of products and duplication of vendors. Vendors may not sell any type of alcoholic beverages of any kind, or any products that are deemed to be anti-Christian/anti-American. All items must be legal or have a legal use. No food sales will be allowed by merchant vendors, that's a separate fee/application.
- Setup is Friday by 3 p.m and reopening by 9 a.m. Saturday, **[fee's cover both days]**
- A fee of \$25.00 is required for a 10 X10 [single] + one item made available as a giveaway to the attendees, giving the vendor of the product appreciation/acknowledgment from the stage.
- A fee of \$35.00 is required for a 10 X20 [double] + one item made available as a giveaway to the attendees, giving the vendor of the product appreciation/acknowledgment from the stage.
- Vendors are responsible for the set-up and clean up of their booths.
- Vendors are responsible for their own tables, chairs, tents, display racks, cases, etc.
- Vendors cannot impair others booths (i.e. sign or display blockage)
- Vendors will not be allowed to move booth locations once space has been assigned.
- RTP Productions and the city of Portland, TN neither denounces or supports the products of participants and are not responsible for products or their warranties.
- RTP and the City of Portland are not responsible for loss or stolen goods from Vendors, Vendors are responsible for staying at their merchandise area for security purposes both days.
- ***Application and booth fee must be returned no later than May 6th, 20__***
- ***Please make a copy of your application and check before sending it in.***

Please print or type legibly:

Name _____

Email Address: _____

Mailing Address: _____

Website: _____

City, state, zip: _____

Single booth: _____ 10X10 ---- **\$25.00**

Double booth: _____ 10X20 —**\$35.00**

Phone: (Home) _____

Phone (Cell) _____

Brief description of product(s)

Type of products ___ Fine Art ___ Handmade ___ Jewelry ___ Local Artist ___ Crafts ___ Clothing
___ Wood Works ___ Holiday ___ Other

(describe)_____

REQUIREMENT WILL BE [1] DONATED ITEM AS A GIVE AWAY. VENDORS WILL PROVIDE [1] DONATED ITEM AT CHECK IN WITH VENDOR DIRECTOR

As a vendor utilizing, I am donating [1] item as a giveaway. Item description and value & Vendors name: _____

Please make check or money order payable to: **Raise The Praise **

I have included a check or money order for the above items for the RTP Festival and I have read and understand the terms and conditions of this event.

Vendor Signature: _____ Date: _____

Please send completed application and check or money order to:

Attn: Cathy Gregory

Raise The Productions, Inc

100 Fairway Ct.

Portland, TN 37148

chip.gregory1234@comcast.net

615-948-2617

Further Questions contact: Cathy Gregory

Office use only:

Booth number assigned/single or double	
Booth fee amount paid:	
Check or money order #	



Held at Portland's Beautiful Richland Park Amphitheater

Raise The Praise Productions
8902 Byrums Chapel Rd
Portland, TN. 37148
615-654-2287

Dear Merchant Vendor/Business:

We would like to take this opportunity to invite you to participate in this year's RTP Festival, 201___. RTP has been given the privilege to host a two day overnight event by our Mayor and city officials. This is the 4th year for our 'overnight' event, but 2012 makes it our 6th year and 7th event. We present an awesome event to our tri-county area and we are ecstatic with excitement to make this opportunity available to you.

Since we have gone to a 2 day overnight event we have included having vendors come in and set up a booth to give exposure to their business and their product[s]. This is a great opportunity for the attendees to visit with the vendors, become acquainted with the vendors and their products and hopefully make a lot of purchases too.

Enclosed you will find a vendors application and requirements. If you are interested, it is very important to get the application filled out and sent back by the return date. We allow a limited number of vendors [20 – 25]. We usually have approx. 2000 + and growing in attendance throughout the day; our attendees are kids, tweens, teens, young adults and adults and families.

Set up information for a vendor is included in the application.

I hope you will get on board with this exciting upcoming event and share in the joy of taking it to the community, June ____, 20____ Richland Park Amphitheater, Portland, TN.

Thank you for your consideration and your active participation in our community.

Sincerely,

Mrs. Cathy Gregory, RTP Director of Vending
100 Fairway Ct.
Portland, TN 37148
chip.gregory1234@comcast.net

www.rtpevents.org