



**8th Annual SpringFest
Parkway Hills United Methodist Church
Madison, MS
Saturday, May 5, 2012**

Dear Craftsman/Artist:

You are cordially invited to join us in the 8th Annual SpringFest to be held on the grounds of Parkway Hills United Methodist Church on Saturday, May 5, 2012 from 10am –3pm.

The outdoor festival with its woodland setting, walking trails and natural landscaping will come alive with craftsmen, artists, live music, food and children’s activities. This community and family-oriented event offers great exposure for craftsmen/artists to sell their work. Publicity for the event is accomplished through: guest appearances on several local TV stations, newspaper ads, feature stories, posters, flyers, calendar event listings, email notifications, t-shirts, word of mouth, etc.

Guidelines For Craftsmen/Artists

- **ALL ITEMS must be handcrafted.....NO FOOD items allowed**
- **The SpringFest committee must approve all first-time craftsmen/artists and reserves the right to disapprove applicants whose work does not meet the standards of the committee**
- **ALL APPLICANTS must submit a complete registration form, a check for \$25 for booth space and three color photos clearly showing samples of your work**
- *****NOTE.....Members of the Craftsmen’s Guild of MS and artists/craftsmen who have exhibited at a prior SpringFest are excluded from submitting photos of work**
- **All exhibitors are to provide their own tables, tents, chairs, etc.**
- **Booth spaces are 10’ x 10’ (you may purchase more than one booth)**
- **\$25 Booth fee includes lunch for one, drinks/water/snacks, booth sitter as needed and assistance (when available and on an “as needed” basis) with set-up and take-down**

- Event will be held rain or shine. In the event of rain, booth spaces can be relocated inside, with the exception of forecast severe weather.
- Demonstrations by artists and craftsmen are encouraged but not required

Craftsmen/Artist Registration

You may register for an exhibit space by mailing the attached **registration form**, include **3 color photos** of your work (see above for exceptions) and a **check for \$25 payable to: Parkway Hills United Methodist Church, Attn: SpringFest Committee, P. O. Box 1721, Madison, MS 39130**

Registration fees are non-refundable for approved craftsmen/artists. Applications will be considered on a first-come first served basis. SpringFest committee reserves the right to turn down applications to avoid duplicity of art/craft categories in order to preserve a balanced and diverse show.

YOUR REGISTRATION PACKET MUST BE RECEIVED NO LATER THAN April 16, 2012, IN ORDER TO BE CONSIDERED FOR ENTRY INTO THE FESTIVAL. We encourage you to submit as soon as possible. You will be sent notification of your status within one week of when your application is received. All applicants who are not accepted for entry will have their booth fee refunded. The festival will be limited to 45 exhibitors.

Arrival and Set-up

All exhibitors will check in at Information/Exhibitor Check In Table in the parking lot of Parkway Hills United Methodist Church, 1468 Highland Colony Parkway, Madison. At check in, you will be given your booth assignment and instructed where you can park/unload. Set up hours will start at 6:30am – 9:30am. Please ensure you are booth ready no later than 9:45am. Volunteers (when available and on an “as needed” basis) are available to help you unload and set up your tent, however; they are not responsible for helping you put out, display or help arrange your merchandise.

Festival Activities

SpringFest will consist of an outdoor soundstage with continuous live music by several major acts such as Chris Gill & The Sole Shakers, Ginger Gorman, Clayton and Barbara Pepper, and Marlee McLain. The setting allows visitors to enjoy music while they shop for arts and crafts. Entertainment for kids include space jumps, obstacle courses, etc., and hands-on art projects and activities, and face paintings. A variety of hot food/drinks will be available for purchase furnished by Trace Grill. Proceeds will benefit our Youth program at PHUMC. We will celebrate Earth Day throughout the festival.

Admission to the Public is FREE.



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Registration Form

Name: _____

Address: _____

Street

City

State

Zip

Daytime Phone: _____

Evening Phone: _____

Email Address: _____

Facebook Page: _____

