

N I C F E S T

COMMUNITY MARKETPLACE VENDOR APPLICATION

June 9 - 11, 2017

Thank you for your interest in NIC Fest! We are very excited for this year and all of the new and wonderful things happening at The NIC. NIC Fest 2017 coincides with the first weekend of College Nationals Final Rodeo (CNFR) therefore we are expecting an even bigger turnout. NIC Fest is Friday, June 9th 5:00-9:00pm; Saturday, June 10th 10:00-8:00pm; and Sunday, June 11th 10:00-4:00pm. Please read the information carefully as we are doing some things differently this year.

Community Marketplace Vendors are responsible for acquiring all applicable licenses and insurance. ***Copies of Sales Tax License or Revenue ID Number must be provided to Dana Volney at The NIC by May 22, 2017 if you are selling products.*** For help acquiring the proper licensure, you may call the Casper IRS office at 307-261-6390. If you do not provide the appropriate up-to-date license by the deadline, you will forfeit your monies paid and space at NIC Fest.

Community Marketplace Vendor Space Reservation for NIC Fest 2017

TERMS:

1. There is no power provided or allowed in the Community Marketplace. You are NOT allowed to bring generators into NIC Fest.
2. The vendor fee is for the space only; all other items, supplies, and staffing will be your responsibility.
3. Booth spaces will be assigned by The NIC. Previous booth spaces are not guaranteed. They are first come, first served.
4. Set-up is Friday, June 9th beginning at 9:00am. All booths must be ready to open to the public by 5:00pm. Booths may not be taken down until the show closes at 4:00pm on Sunday, June 11th.



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5. Health Inspectors and the Fire Marshal will be inspecting all booths prior to the official start time and throughout NIC Fest. Your space must completely pass all inspections. If your booth fails inspection AT ANY POINT, you will forfeit all monies paid to The NIC and must immediately vacate the premises.
6. By paying and being accepted into NIC Fest 2017 for a space, you guarantee active sales at your booth throughout the entirety of NIC Fest. Should you fail to provide staffing coverage for your booth during NIC Fest or the removal/clean-up following the event, your business will be excluded from all future NIC sponsored events.
7. All work/items/services displayed/promoted must be consistent with the work presented with the Community Marketplace Vendor Application.
8. The Community Marketplace is NOT the area to sell fresh foods and drinks. For that, you must fill out a Culinary Arts Vendor Application. If you have perishables to sell, please call Dana Volney at (307)235-5247 to discuss your needs further and if your business is applicable to the Community Marketplace area.
9. Please provide two pictures of your inventory/product that will be for sale/promoted at NIC Fest. The NIC reserves the right to use any information submitted for promotion of NIC Fest.
10. Space: 10 feet by 10 feet space fee is \$250. Non-profit fee is \$150 (you will be required to provide your 501(c)(3) paperwork for the non-profit rate).

Please provide a description (either below or separately attached) of the inventory that you would like to sell/promote, including prices for each: _____



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I hereby agree to follow all guidelines set forth by the The Nicolaysen Art Museum and agree to sell only approved items. If asked to remove any item(s) from my booth/space, I will do so. I understand that if I fail to comply with the terms set forth, I can be asked to leave and will forfeit my space fee.

I agree to hold harmless all entities associated with NIC Fest from any and all demands, expenses, fees, fines, penalties, suits, proceedings, actions and causes of actions of any and every kind and nature arising, or growing out of, or in any way connected with, my participation in NIC Fest.

Signature _____ Date _____

Printed Name: _____

Business Name: _____

Email: _____

Mailing address: _____

Phone: _____

Please include payment when you return this application and all required materials. If you have any question, please contact Dana Volney at 307-235-5247 or dana@thenic.org.

_____ Check Enclosed (\$40 charge for returned checks)

_____ I authorize The Nicolaysen Art Museum to charge my credit card \$_____.

Card Number: _____

Expiration Date: _____

Security Number (3-digit code): _____



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Return completed application to:

NIC Fest 2017/Dana Volney
The Nicolaysen Art Museum
400 East Collins Drive
Casper, WY 82601

Please call with questions:

Dana Volney, Marketing & Special Events Manager
307-235-5247

dana@thenic.org (you may also email the contract and payment information here)

EXPAND YOUR IMPACT AT NIC FEST BY BECOMING A SPONSOR!

Title Sponsor - \$10,000 (One available)

- Your business will be the exclusive title sponsor of NIC Fest 2017. No other business in your industry will be solicited for booth space or zone sponsorship. Branding for the event will be “NIC Fest 2017 Presented by <your business name>” and will appear on all paid advertisements and social media, as well as collateral produced for the event.
- Your logo will appear on billboards and ALL marketing we do for NIC Fest.
- This sponsorship also includes a community garden booth, your logo on our website under NIC Fest with a link to your business, an ad in the Mosaic newsletter, and The NIC will post about your business on Facebook.

Major Sponsor - \$5,000 (Two available)

- Your logo will appear on billboards and ALL marketing we do for NIC Fest.
- This sponsorship also includes a community garden booth, your logo on our website under NIC Fest with a link to your business, an ad in the Mosaic newsletter, and The NIC will post about your business on Facebook.

Zone Sponsor - \$2,500

- This year, there will be zones of activities – Family Fun (sold to Sinclair), Artists Alley, Main Stage (sold to DDA and Visit Casper), Community Marketplace (sold to AARP), and Culinary Arts. Your business will be recognized as the sponsor of the zone of your choice in all advertising and collateral and will have the opportunity for signage in the chosen zone(s). First come, first served.
- This sponsorship also includes a community marketplace booth, your logo on our website under NIC Fest with a link to your business, an ad in the Mosaic newsletter, and The NIC will post about your business on Facebook.

T-shirt Sponsor - \$2,000 (One available)

- Your business will be able to put up a banner and/or have employee involvement at our t-shirt point of sales.
- This sponsorship includes a community garden booth, your logo on our website under NIC Fest with a link to your business, an ad in the Mosaic newsletter, and The NIC will post about your business on Facebook.

Artist Sponsor - \$1,000 (10 available)

- This sponsorship includes a community garden booth, your logo on our website under NIC Fest with a link to your business, an ad in the Mosaic newsletter and other places we list sponsors, and The NIC will post about your business on Facebook.

Festival Sponsor - \$500

- Your logo will be listed on our website under NIC Fest and linked to your business, an ad in the Mosaic newsletter and other places we list sponsors and The NIC will post about your business on Facebook.

