



## Retail Vendor Application Form

### Applicant Information

Contact Person: \_\_\_\_\_

Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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

\*List a number that is accessible on nights and weekends in case of an emergency

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

### Retail Items

List Retail Items: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Set-Up Information

Dimensions: \_\_\_\_\_ (Frontage) X \_\_\_\_\_ (Depth)

Norfolk Festevents provides a tent for retail vendors. The tent will be the dimensions you request (i.e. 10x10) or it will be a large tent divided into sections (i.e. 20x20 tent with (4) 10x10 sections). Cost of the tent is included in your space fee.

If other equipment (i.e. tent wall, lights, electric cords, tables, chairs) is needed it must be rented (1) month prior to the event. The only equipment provided by Norfolk Festevents is the tent.

## Electrical Requirements

Please list all electrical requirements including lighting. Site is equipped with **110V power, 20 Amp source, 50 Amp source is available but limited**. Power is included in space fee.

Equipment Description	Qty.	Watts	Amps

Total (not to exceed 20 Amps): \_\_\_\_\_

## Experience

Event Name	Date	Event Contact Person	Phone	Gross Sales

## Photographs

Vendor must submit (5) photographs with this application. These photos **must** include views of:

1. products
2. all signage
3. booth interior
4. booth front
5. booth rear

These photos must all have been taken **during full operation**. Applications submitted without the required photographs will not be accepted. Please label all photographs with vendor name. These photographs will remain the property of Norfolk Festevents.

Completing and submitting this form and attachments does not constitute authorization to operate a retail vending operation in Town Point Park.

All information contained herein is subject to change without notice.

Return pages 1–3 as soon as possible to:

**Norfolk Festevents**  
**Attn: Sales & Operations**  
**120 West Main Street**  
**Norfolk, VA 23510**

## 2012 Schedule of Events

Please check the box for the event(s) you are interested in:

Saturday, May 12, 2012

### 6th Annual Spring Town Point Virginia Wine Festival

Venue – Town Point Park

Ticketed & Everyone is Welcome

Theme – upscale, gourmet, wine sampling

Est. attendance 10,000

Saturday, May 19, 2012

### 11th Annual Virginia Beer Festival

Venue – Town Point Park

Ticketed & Everyone is Welcome

Theme – beer sampling

Est. attendance 8,000

Friday, June 8 – Sunday, June 10, 2012

### 35th Annual Norfolk Harborfest

Venue – Town Point Park

Free & Everyone is Welcome

Theme – signature event, fireworks

Est. attendance 250,000

Friday, June 22 – Sunday, June 24, 2012

### 23rd Annual Bayou Boogaloo & Cajun Food Festival

Venue – Town Point Park

Ticketed & Everyone is Welcome

Theme – Cajun & Zydeco music and Cajun food

Est. attendance 20,000

Wednesday, July 4, 2012

### 30th Annual 4<sup>th</sup> of July Great American Picnic & Fireworks

Venue – Town Point Park

Free & Everyone is Welcome

Theme – Fireworks

Est. attendance 20,000

Saturday, July 7, 2012

### 2nd Annual Reggae Solstice

Venue – Town Point Park

Free & Everyone is Welcome

Theme – Reggae

Est. attendance 2,500

Friday, July 20 – Saturday, July 21, 2012

### 31st Annual Norfolk Jazz Festival

Venue – Town Point Park

Ticketed & Everyone is Welcome

Theme – jazz music

Est. attendance 5,000

Saturday, August 25, 2012

### 12th Annual Norfolk Latino Music Festival

Venue – Town Point Park

Free & Everyone is Welcome

Theme – Latin cultural celebration

Est. attendance 3,000

Saturday, September 8, 2012

### 7th Annual Acoustic Music Festival

Venue – Town Point Park

Free & Everyone is Welcome

Theme – acoustic music

Est. attendance 5,000

Saturday, October 6, 2012

### 24th Annual Virginia Children's Festival

Venue – Town Point Park

Ticketed & Everyone is Welcome

Theme – family

Est. attendance 15,000

Saturday, Oct. 20 – Sunday, Oct. 21, 2012

### 25th Annual Town Point Virginia Wine Festival

Venue – Town Point Park

Ticketed & Everyone is Welcome

Theme – upscale, gourmet, wine sampling

Est. attendance 15,000