



July 4th and 7th 10:00 am - 6:00 pm

Wednesday & Saturday

~~~~Not-for-Profit Application Form~~~~

Name of Organization: \_\_\_\_\_

501-c3 Status:  YES  NO

Federal Tax I.D. # (if new participant) \_\_\_\_\_

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

Street: \_\_\_\_\_

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

Website: \_\_\_\_\_

Phone: Work: \_\_\_\_\_ Non-Profit Office (if different): \_\_\_\_\_

Cell: \_\_\_\_\_ Home: \_\_\_\_\_

Email: \_\_\_\_\_ Alternate: \_\_\_\_\_

Has your organization participated in the Festival for the Eno in the past?  No  Yes

**Mission of Applying Group:**

\_\_\_\_\_  
 \_\_\_\_\_

Full description of exhibit and/or activities planned (please attach separate sheet if necessary):

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Items you wish to sell or distribute (Sale or distribution of tee-shirts, crafts, beverages, food or Festival souvenir items is prohibited):

**Note: All items for sale or distribution must be approved by the Festival Committee. Attach additional sheet if necessary.**

| ITEM  | PRICE |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

**BOOTH FEE:** is \$65.00 for the distribution of information, membership sales, plus merchandise sales and taking of orders for later sale/mail order sales. All items for sale must be approved by the Festival Committee (please list above).

**PASSES:** 4 free passes and 1 limited car pass will be supplied per day. Our group will need more passes (maximum 4 per day at reduced price):

Saturday 4+ \_\_\_\_ @ \$15.00 = \$ \_\_\_\_\_

Sunday 4+ \_\_\_\_ @ \$15.00 = \$ \_\_\_\_\_

**Booth Fee** ~~~~~ \$ **65.00**

Table & 2 Chairs \_\_\_\_ @ \$40.00 = \$ \_\_\_\_\_

10 x 10 Tent \_\_\_\_ @ \$125.00 = \$ \_\_\_\_\_

**TOTAL ENCLOSED = \$ \_\_\_\_\_**

Checks payable to: Eno River Association

**Application  
 Deadline  
 May 15, 2018**

**Questions? Contact:**  
 Eno River Association  
 (919) 620-9099 x 203  
 Festival@enoriver.org

**Office Use Only**

Date Received: \_\_\_\_/\_\_\_\_/\_\_\_\_

Total Received: \$ \_\_\_\_\_

Check #: \_\_\_\_\_

Juried Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Notification Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Other: \_\_\_\_\_



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### SELECTION CRITERIA

A limited number of booth spaces are available to non-profit and governmental organizations. Applicants must fill in form completely and have a verifiable Federal Tax ID Number. If more applications are received than spaces available, preference will be given to those groups which:

- ❖ Educate about the Natural, Cultural or Environmental history of the Eno River Basin
- ❖ Offer to Festival-goers an activity or demonstration which enhances the Festival experience.
- ❖ Are most closely aligned with the mission of the Eno River Association.

### LETTER OF AGREEMENT

1. Fee and application is due by **May 15, 2018**. If not accepted for a booth space, your fee will be returned in a timely manner.
2. All booth spaces will be assigned by the Festival Staff. Groups may not share or sublet their assigned space in whole or in part with any other organization or individual without prior written consent of the Eno River Association.
3. Booths must be set up and staffed from 10:00 am until 6:00 pm each day of the Festival.
4. The Eno River Association will provide 4 Festival passes and one limited access car pass per day to groups. For those who wish to have more staff at their booths, additional tickets can be purchased for the reduced price of \$15.00 per ticket per day up to a maximum of 4 reduced price tickets per day. Deadline for requesting additional tickets is June 15<sup>th</sup>, 2018. No additional car passes will be provided. No refunds of any fees or ticket sales will be made to those that withdraw after June 1, 2018.
5. Accepted groups must provide all materials (tables, booths, chairs, shade tarps) and staff for their display. Tables and chairs may be rented from the Festival. Booth spaces are at least 12' x 12' and all activities and displays of your group must occur within this space. Group agrees to take full responsibility for protection of their belongings in the case of adverse weather and acknowledges that the Eno River Association will not refund any fees in the case of adverse weather.
6. The City of Durham and the Eno River Association, their employees, agents and representatives shall not be responsible for any loss, damage, or other injury to the group, their employees, agents or representatives, or to any exhibit material or property of the same, whether caused by fire, flood, theft, act of God, accident, or any cause whatsoever. Group agrees to indemnify and hold harmless the Eno River Association and the City of Durham, their employees, agents and representatives from any and all such loss, damage, claim, injury or other expense relating thereto.
7. Accepted groups assume responsibility for all taxes, including sales tax. On all items sold at or as a result of the Festival for the Eno.
8. Accepted groups must abide by the rules and guidelines governing the Trash-Free aspect of the Festival. These rules will be provided at a later date.

*I, the undersigned, am an authorized representative of the applying group and have read, understood and accepted the terms set forth above for participation in the 2018 Festival for the Eno.*

\_\_\_\_\_  
Applicant Signature, Title & Date

\_\_\_\_\_  
Name of Company (as you would like it to appear in the program)

We reserve the right to refuse any applicant without cause given. Questions should be directed to Greg Bell (919) 620-9099 x 203. Please complete and return with payment by **May 15, 2018** to:

**FESTIVAL FOR THE ENO 4404 Guess Road Durham, NC 27712**