



2023 Tumbleweed Music Festival

September 1-3, 2023

Artists and Craft Vendors: 2-3 September

Three Rivers Folklife Society

P.O. Box 1098, Richland, WA 99352

Artist/Craft Contact: Elizabeth Hunt

Email: lunadechrysalis@hotmail.com

Phone: (509) 591-8806

Dear Artist or Craft Vendor,

January 2023

We invite you to participate in the 2023 Tumbleweed Music Festival as one of our Artists and Craft vendors. This year's event will be held on Saturday and Sunday of Labor Day weekend, **September 2-3, 2023**, at Howard Amon Park, in Richland, Washington. The festival is free and open to the public both days. The Three Rivers Folklife Society has sponsored the festival each year since 1997, and the City of Richland co-sponsors the event. We feature live acoustic music from five outdoor and two indoor stages, (music / dance), and of course, festival food. We estimate about 3,500 people attended the live festival last year, and we expect numbers near that again this year! This is the 27th annual Tumbleweed Music Festival; in those years, we have gained a reputation as one of the best small music festivals in the Northwest (or even the whole of the US, according to some of our performers!)

Preference is given to vendors presenting original artwork, and services or products that will enhance the overall experience of festival patrons. We accept vendors representing a broad range of art forms, with the aim of keeping a balanced representation (i.e., not too many of one type of craft, and avoidance of mass-produced merchandise).

Enclosed is the Artist's and Craft vendor application form. You may either send it to the 3RFS postal address (PO Box 1098, Richland, WA 99352), or via email to vendors@3rfs.net. If you are submitting via letter, please include your e-mail address for notification. We plan to notify vendors of acceptance within two weeks of application receipt. If you haven't heard from us within two weeks of submittal, please contact us to verify our receipt. **Applications are due no later than August 1, 2023.** Applications will be accepted after that date, but will require a \$20.00 late fee with your application. Vendor's application fee will be returned by August 15th if they are not accepted in the show.

Vendors are expected to attend both days of the festival from 11am to at least 5pm. The weather on Labor Day weekend is generally excellent, and the park has many shady trees. Even so, artists and vendors should be prepared for sunny locations, shifting shadows and the possibility of wind and rain.

Electricity is not available for artists' booths. NO generators will be operated in the park during event hours. Potable water is available in the park, but there are no direct connections. Booths may remain overnight in the park, but the vendor assumes all responsibility for security. Vendors are allowed to remain with their booth overnight if approved before the event, for a **\$10** fee.

Thanks for your interest, and we hope to see you at the 2023 Tumbleweed Music Festival!

Please send your surface mail applications for art and craft work to Tumbleweed Music Festival, PO Box 1098, Richland, WA 99352, OR via email to vendors@3rfs.net.

Sincerely,

Katrina Knight
Festival Coordinator
tumbleweedchair@gmail.com

Elizabeth Hunt
Tumbleweed Art and Craft Coordinator
lunadechrysalis@hotmail.com or phone: (509) 591-8806



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P.O. Box 1098, Richland, WA 99352
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Artist/Craft Vendor Coordinator: Elizabeth Hunt

Artist and Craft Vendors' Prospectus for Tumbleweed Music Festival

Howard Amon Park, Richland, WA
September 1-3, 2023

Basis for Acceptance: Application forms must be filled out completely or the entrant will not be considered. All applicants must supply photographs (actual photos, jpg, cd, or email) of the type of materials they will be selling or demonstrating, though knowledge of the artist's past work may be viewed as sufficient. All work must be designed and executed by the accepted artist or artist's family members. Tumbleweed reserves the right to accept vendors based on a balance of art forms across the show.

Please submit the following: Descriptions of the items to be displayed in your space; the price range of the works to be sold; and photos that show a true representation of your work (returning vendors do not need to submit photos). Please include a self-addressed, stamped envelope for the return of your photos if required.

Fees: The booth fee is **\$50** for a 10 by 10 ft booth space for both days of the Artists and Craft Vendors' portion of the festival. Larger booth spaces will be pro-rated depending on size. Booth fees should be paid in advance, included with your application, and received by August 1. You may pay online at <https://3rfs.net/civcrm/event/info/?reset=1&id=21> or, if you prefer to pay with a check, it should be made out to Three Rivers Folklife Society and mailed to the address above. Fees are non-refundable.

Deadline: Applications must be received no later than August 1, 2023. **A \$20 fee will be assessed to applications submitted after August 1st.** The artist or craft vendor will be notified of acceptance within two weeks of application receipt. Fees are non-refundable upon acceptance. If not accepted, the application fee will be returned by August 15.

Sales/Tax/Licenses: Artists must comply with all regulations regarding the collection and payment of Washington State sales tax and any local taxes or fees. For business license information, contact the City of Richland at 509-942-7313. Booths that do not have a Richland business license can pay an additional fee (\$10) to be included on the event master license. A Washington State Sales Tax (WSST) number must be listed on the application. Please check the accuracy of your number, as it will be verified with the State of Washington. For out of state vendors: to obtain a WSST number, call 1-800-647-7706, or write to WA Dept. of Revenue, P.O. Box 72207, Kennewick, WA 99336.

Space and Set-up: Booth spaces are 10 by 10 feet. Please let us know in advance about any special space requirements you may have. Additional space can be made available on a pro-rated front footage basis. Make certain that the dimensions of your booth appear accurately on the registration form. Booths must be set-up at least 3 feet from sidewalk. No electricity will be available for art booths. Vehicles will not be allowed to remain on the grass and must be off site before the event start time of 11:00 AM on both Saturday and Sunday.

Vendors must provide all display materials. Displays should be designed to withstand wind and rain and should include provision for shade. Saturday you may close your space up or take it down depending on your own requirements after 5:00p.m. On Sunday, vendor booths may begin closing at 5:00, however NO vehicles on site until 6:00p.m.

Security/Risk/Liability : There will be security on site Saturday night, but the park is large, and security can't be in all places at once. All artists signing the application form, hereby release Three Rivers Folklife Society and the City of Richland from responsibility for damage or loss to said artist's property or any personal injury, which the artist or artists' agents may sustain while participating in the Tumbleweed Music Festival. Further, they agree to abide by the rules, policies and guidelines contained in the prospectus, application form and the accompanying introduction letter. We strongly advise artists to obtain their own insurance. vendors may choose to remain in their booths, in the park, overnight if approved before the festival and subject to a nominal \$10 camping fee charged by the City of Richland.

Parking, Lodging, and Pets: No parking by vendors in the park activities area. Vendors can park at the community center south end or the city parking lots. Vendors may not drive on the park grounds after the event begins. Tents may be set up next to your booth, and there is a **\$10** fee for overnight stays in the park. There are motels and services within walking distance and info is available on request. No vendor pets are allowed on site during event hours.

Remember to include: The completed application form and your check for the booth fee and inclusion under the event license if applicable, and photos/slides representative of your work (returning vendors do not need to submit photos).



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Artist/Craft Contact: Elizabeth Hunt

Email: lunadechrysalis@hotmail.com

Phone: (509) 591-8806

3RFS Use Only

Date Rec'd _____

Amt. Enclosed \$ _____

Amt. Due \$ _____

Initials: _____

Conf sent: _____

Artist and Craft Vendors' Application for Tumbleweed Music Festival

Howard Amon Park, Richland, WA

September 2-3, 2023 - 11:00am - 5:00pm

Applications are due August 1st, 2023

Business Name _____

Contact Name _____

Phone (day) _____ (evening) _____

Address _____

City _____ State _____ Zip _____

E-mail (we will send receipt of application) _____

Web Site _____

WA state tax number _____ Granted to _____

I have a Richland business license _____

OR

I want to be included under the event master license (\$10 fee for vendor)

Description of your sale/display items

- | | | | |
|---|--|--------------------------------------|--|
| <input type="checkbox"/> 2D Artwork | <input type="checkbox"/> Metalwork/Sculpture | <input type="checkbox"/> Fiber art | <input type="checkbox"/> Glass |
| <input type="checkbox"/> Woodworking | <input type="checkbox"/> Ceramic | <input type="checkbox"/> Soap/lotion | <input type="checkbox"/> Musical Instruments |
| <input type="checkbox"/> Floral | <input type="checkbox"/> Paper | <input type="checkbox"/> Candles | |
| <input type="checkbox"/> Other (please specify) _____ | | | |

Price range for goods being offered _____

Please describe the size & shape of your booth (10x10, square, round, etc.):

Names of helpers, and of anyone planning to spend the night in your booth:

Artist and Craft Vendors' Application for Tumbleweed Music Festival

Howard Amon Park, Richland, WA

September 2-3, 2023 - 11:00am - 5:00pm

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Amount enclosed :	Application Fee (\$50.00 per 10 foot frontage)	<input type="text"/>
	Richland Business License Fee (\$10.00)	<input type="text"/>
	Overnight Camping Fee (\$10.00)	<input type="text"/>
	Total	<input type="text"/>

Include photos of your art with the application. JPGs are acceptable. Returning artists need NOT send in photos.

Signature Date

My signature certifies that I am the artist/craft vendor who will be selling the work described. I have read and understood the rules and guidelines set forth in the artist's prospectus for the Tumbleweed Music Festival, and agree to save and hold harmless the Three Rivers Folklife Society and the City of Richland, their officers, employees and agents for damage to persons or property caused by the movement, set-up, tear-down or operation of this applicant's unit in connection with the Tumbleweed Music Festival and further agree to defend said society and the City of Richland from any claims for such damages.

Mail your application and fee (checks should be made payable to "3RFS") to: Tumbleweed Music Festival, P.O. Box 1098, Richland, WA 99352

OR:

Return a digital copy of this form to vendors@3rfs.net and pay your fee online using PayPal using ONLY this link: <https://3rfs.net/civicrm/event/info/?reset=1&id=21>.