



2024 Tumbleweed Music Festival
August 30 - September 1, 2024
Artists and Craft Vendors: August 31 – September 1
Three Rivers Folklife Society
P.O. Box 1098, Richland, WA 99352
Artist/Craft Contact: Terri Widergren
Email: twidgal@gmail.com
Phone: (509) 308-7420

February 2024

Dear Artist or Craft Vendor,

We invite you to participate in the 2024 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, **August 31 - September 1, 2024**, 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 four outdoor and two indoor (music / dance) stages, and of course, festival food. We estimate about 4,000 people attended the live festival last year, and we expect numbers near that again this year! This is the 28th 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, 2024.** 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 6pm. 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 **VERY STRONG 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. We will have security onsite on Friday and Saturday nights.

Thanks for your interest, and we hope to see you at the 2024 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
tumbleweedmusicfestival@3rfs.net

Terri Widergren
Tumbleweed Art and Craft Coordinator
twidgal@gmail.com or phone: (509) 308-7420



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Artist and Craft Vendors' Prospectus for Tumbleweed Music Festival

Howard Amon Park, Richland, WA
August 31 - September 1, 2024

Basis for Acceptance: Application forms must be filled out completely or the entrant will not be considered. New applicants must supply photographs (actual photos, jpg, cd, or email) of the type of materials they will be selling or demonstrating; returning vendors do not need to submit photos. 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 using the link at <http://www.tumbleweedfest.com/craft-vendors.html> 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, 2024. **A \$20 late 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 the sidewalk. No electricity will be available for art booths. Standard set up time will begin at 7:00 AM Saturday. **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 VERY strong (ca. 50mph +) winds and rain (including tiedowns appropriate for a very high wind to secure your tent or canopy from blowing away)** and should include provision for shade. Saturday you may close your space up or take it down depending on your own requirements after 6:00pm. On Sunday, vendor booths may begin closing at 5:00pm, however **NO vehicles are allowed on site before 6:00pm.**

Security/Risk/Liability : There will be security on site Friday and Saturday nights, but the park is large, and security can't be in all places at once. All artists and craft vendors 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. There is no sleeping allowed in vehicles on site; there is some parking available in the Howard Amon north parking lot.

Parking, Lodging, and Pets: **No parking by vendors in the park activities area.** Vendors may park at the community center south end, city parking lots, or the Howard Amon park North parking lot. Vendors may not drive on the park grounds after the event begins. There are motels and services within walking distance and info is available on request. Vendor pets are allowed on site during event hours only by prior arrangement; in general, they are discouraged.

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).