

Monterey International Blues Festival
Request for Qualifications: Exhibitors & Vendors
Saturday, June 29, 2019

PURPOSE:

Monterey International Blues Festival or **MIBF** requests the submission of qualifications from professional “**Exhibitors**” for the MIBF. **Submissions must be received no later than Monday, May 13th, 2019** in order to be considered.

OPERATIONAL REQUIREMENTS:

Exhibitors must be self-contained and prepared to meet the following requirements:

- Exhibitor must be set up for service no later than 10:30 am on Saturday, June 29th, 2019 and must break down no sooner than 7:00pm.
- Exhibitor must be in a self-contained unit and must supply their own 10x10 tent or one can be rented through MIBF
- Cash bank sufficient to be able to provide change for cash transactions
- Current Valid Business License

APPLICATION REQUIREMENTS:

Please submit the following items with your application:

- Proof of Liability Insurance (\$1,000,000). Per request Fairgrounds offers policy for \$35.00 for vendors/exhibitors and \$45 for food vendors, included in participation fee
- Brief descriptions of items or content
- Time requirements to set up and tear down and names of persons working exhibitor location for entry
- Previous festival experience
- 2 Business References / not necessary for returning exhibitors

MISCELLANEOUS:

- Selected vendors will be required to obtain a business license from the City of Monterey
- **A non-refundable, full event entry fee of \$235.00 for exhibitors and \$445 for food vendors will be collected no later than June 7th, 2019**
- **Application fee checks should be made out to The Monterey International Blues Festival or MIBF and mailed to the address below.**
- **All vendors and exhibitors must provide their own tents.**

The fine print:

- The MIBF reserves the right to select a vendor or exhibitor based on an evaluation of written qualifications and references.
- The MIBF is not responsible for any costs incurred by the applicant.
- The MIBF reserves the right to reject any submissions as non-responsive, incomplete or unsatisfactory.
- Applications must be received no later than the **13th of May to be considered.**

Submissions: Please submit applications to:
the Monterey International Blues Festival
C/O Antoinette Saylor
PO Box 2776
Monterey, CA 93942-2776

**Applications can be printed and mailed or scanned and emailed to kasaylor@ix.netcom.com*



Please do not include registration fees with this form. Exhibitors will be contacted upon participation approval.

VENDOR/EXHIBITOR INFORMATION

NAME:

ADDRESS:

PHONE:

EMAIL:

WEBSITE:

GENERAL DESCRIPTION OF ITEMS OR CONTENTS/FOODS OFFERED:

