



MEMPHIS IN MAY INTERNATIONAL FESTIVAL

2022 MERCHANDISE & CRAFT VENDING APPLICATION



Thank you for your interest in vending at the 44th annual Memphis In May International Festival. Our annual month-long celebration includes several ticketed events held at the Memphis Fairgrounds.

Beale Street Music Festival, (April 29 - May 1, 2022) is the kickoff to the month-long festival and is the largest of the ticketed events. The festival features three main stages and a Blues Music Tent. Over the course of the three days, we will present 64 artists that span the most popular types of genres with an emphasis on rock and blues music.

The average attendance for this three-day event is approximately 90,000+.

Detailed below you will find preliminary merchandise vendor requirements as well as an application for participation. Please read the information carefully before completing and returning. Memphis in May will issue invitations and contracts based on the information provided in the application. Incomplete applications will not be considered. Applications may be submitted by US Mail, fax or e-mail to concessions@memphisinmay.org, or electronically.

The deadline for merchandise vendor applications is 5:00 p.m. on Friday, February 18, 2022. Selected vendors will be notified via email on February 25, 2022 with contracts issued on or before March 7, 2022. Signed contracts with full payment are due March 28, 2022. Please note that no T-shirt, cap, stimulant items or drug paraphernalia are permitted for vending.

VENDOR FEES

Vendor fees are based on total frontage foot for vending space. Event will provide one 20 amp service to merchandise vendors with additional service charges added as needed on a mutually agreed basis. A separate rate sheet/order form will be provided to accepted vendors with the vendor contract. Vendors are prohibited from bringing their own generators on-site. Vendor space fees for the Beale Street Music Festival are \$150 per frontage foot and spaces are sold in five foot increments.

EXAMPLE	
10 ft of frontage	\$1,500
15 ft of frontage	\$2,250
20 ft of frontage	\$3,000

DEPOSIT AMOUNTS

Participating vendors will be required to provide a \$450 clean-up deposit per space at the event, \$250 of which will be refunded to each vendor who loads-out on time and leaves their space clean to the satisfaction of the on-site manager. \$200 is a non-refundable Venue Restoration fee. If you participate in more than one event during May, you will submit only one deposit.

PRODUCT EXCLUSIVITY

Vendors interested in selling particular items exclusively should contact the Merchandise Manager at 901-525-4611 or at concessions@memphisinmay.org. Vendors granted exclusivity for a particular item will pay a higher participation fee to be negotiated on an individual basis.

PERMITS AND LICENSES

Participating vendors are required to comply with all rules and regulations of the Memphis Police & Fire Departments, Memphis/Shelby County Office of Construction Code Enforcement and any other governing authorities' rules and regulations which might apply. Shelby County requires that all vendors have a Special Event Permit. Memphis in May will apply for this permit on the vendor's behalf. Vendors are responsible for obtaining any and all necessary business licenses and for the payment of any and all taxes due.

MISCELLANEOUS

Participating merchandise vendors are required to furnish to Memphis in May a certificate of insurance evidencing a minimum \$500,000 combined single limit general liability coverage naming Memphis In May as additionally insured. If applicable, proof of automobile and Workers' Compensation coverage with minimum coverage of \$100,000 combined single limit are required. Merchandise vendors must comply with any and all COVID safety protocols as required by Memphis in May.

All vendors must operate professional looking booths or stands. Vendors are not allowed to share spaces.

2022 FESTIVAL MERCHANDISE & CRAFT VENDOR APPLICATION

APRIL 29 - MAY 1, 2022 • MEMPHIS FAIRGROUNDS • MEMPHIS, TN

Company: _____

Address: _____

City/State/Zip: _____

Contact: _____

Mobile: _____ Other: _____

Fax: _____ E-mail: _____

INDICATE YOUR CHOICE OF SPACE SIZE

10 X 10 (\$1,500) _____
of Booths

15 X 10 (\$2,250) _____
of Booths

20 X 10 (\$3,000) _____
of Booths

ELECTRICAL REQUIREMENTS

Merchandise vendors will be allowed to purchase additional electrical power through the Memphis in May electrical contractor if needed. A rate sheet/order form for electrical service will be sent with the contract. Fees for electrical service must be paid by vendor along with submission of executed contract and space payment on due date of March 28, 2022.

MERCHANDISE AND PRICING

As part of the application process, vendors are required to submit a proposed list of items for sale including prices. Selection of vendors is based in large part on merchandise items offered, with preference given to vendors that offer unique selections at reasonable prices.

PROPOSED ITEM

- _____
- _____
- _____
- _____
- _____
- _____
- _____

APPROXIMATE PRICING

- \$ _____
- \$ _____
- \$ _____
- \$ _____
- \$ _____
- \$ _____
- \$ _____

Please attach a sheet listing additional items proposed for sale if more space is needed.

PAST EVENT EXPERIENCE

Please list three large scale public events where you have vended in the past three years.

EVENT

- _____
- _____
- _____

LOCATION

- _____
- _____
- _____

ATTENDANCE

- _____
- _____
- _____

COMPLETED APPLICATION MUST BE RECEIVED NO LATER THAN 5:00 P.M. ON FRIDAY, FEBRUARY 18, 2022.

A current photograph of your merchandise trailer or tent is required with this application.

Your signature below indicates that you have read the accompanying information and that the information you provided is accurate. A current photograph of your vendor space is required with this application.

Signature: _____

Date: ____ / ____ / ____

Please return completed application to:

Memphis in May International Festival Inc.,

Merchandise Manager

56 S. Front St., Memphis, TN 38103.

Scan and email to: concessions@memphisinmay.org

Fax: 901.525.4686

If you have any questions, please call 901.525.4611



To access the electronic application please use the following link: <https://bit.ly/MERCHapps>