



Phoenixville First Friday

Downtown Phoenixville, Pa

Email: Info@Phxfirstfriday.com

Phone: (610) 935-2272

Artist – Vendor Application

Description: Phoenixville First Friday is a collaborative effort between The Borough of Phoenixville, Chamber of Commerce, Phoenixville Area Business Association, and the Community Development Corporation. It is a self-guided tour of local art galleries, studios, stores, and restaurants. The event is designed to highlight local businesses and local artists.

Dates: Held on the First Friday of each month from 6 to 10 PM.

Registration: 5:00pm – 5:30pm. The First Friday Committee reserves the right to not allow you to participate in First Fridays if not registered by the appropriate time.

Location: The festivities take place primarily around the downtown area of Phoenixville. (Bridge Street from Starr Street to Gay Street)

Info: For more information contact Phoenixville First Friday Committee
Tel. 610-935-2272 Email: info@phxfirstfriday.com
****Email is the best way to reach****

Rules and Regulations:

Even if you have participated in the past, you must complete an application for 2011 First Fridays are intended to help promote local businesses. **We welcome producer-made (handmade) art only.**

You may sign up for an artist vendor table on a per month basis, or purchase a season pass. Per month spots are available for \$45.00 per month on a first pay, first serve basis. You may sign up at beginning of year for all months you wish to participate in, and pay monthly, as long as the payment is received no later than the Friday prior to First Friday. You will be notified immediately if you wish to participate and all spots are full, any payment already made for that month will be returned. If your payment is not received on time, your spot will be released for another artist.

A season pass will ensure you a spot every month May – Sept for \$180.00, but there are **no** refunds for months that you do not participate in and the spot location is not stationary and will be placed month to month. As a season pass holder you must cancel any month that you are not participating. If you are a “no show” more than twice **without notice**, your spot will be released. A limited amount of season passes are available.

Acceptance of application is subject to approval by the Phoenixville’s First Friday Committee and is based on **appropriateness of product and space available**. Artists will receive a First Friday vendor permit; this permit must be printed and displayed somewhere visible on your booth at each event you attend.

Food products and reselling are not permitted through the Artist Vendor permit.

Artist Vendor Permit provides a 10x10 space only, all tents, tables, extension cords etc are all provided by artist. Please note that we will do our best to make electricity available if requested, but it is not guaranteed. 2011 Artist Vendor Application.

I. Information

Artist Name _____ Business Name (if applicable) _____

Mailing Address _____

Primary Number / Cell _____ **Email** _____

*** COMMUNICATION WILL MAINLY BE MADE VIA EMAIL, PLEASE PROVIDE ONE YOU ACTIVELY USE ***

II. Permits and Products

Check the 2011 dates you wish to participate in First Friday: ___ Season Pass (5 Months)

___ May 6 ___ June 3 ___ July 1 ___ Aug. 5 ___ Sept. 2

I understand that by purchasing a season pass, I will not receive a refund for the months I do not attend.

Describe any products you wish to sell in your assigned First Friday space. You must also attach or email photographs of artwork, or send website or link to pictures for review to info@phxfirstfriday.com

Do you request electricity? ___ Yes ___ No

Comments _____

III. Artist Agreement

By signing this agreement the artist agrees to abide by the guidelines and decisions of the Phoenixville’s First Friday Committee, Phoenixville Chamber of Commerce and The borough of Phoenixville their employees or other representatives of the Phoenixville’s First Friday. (Please read and check all boxes to acknowledge your agreement):

I will be ready to go by **5:45 p.m.** on the day of the event. (Including having all loading vehicles moved out of road ways)

I will be present at my exhibit during published First Friday hours

I will notify the First Friday coordinator immediately if I am not able to participate in a scheduled First Friday

I will remove all of my items immediately at the close of First Friday and leave the space as I found it.

Participants agree by signing to accept the following hold harmless clause:

I have reviewed and agree to the above terms for participating in Phoenixville’s First Friday. By registering for and participating in First Friday, I assume full risk and responsibility for any loss or damage incurred during this event and I release and hold harmless Phoenixville’s First Friday coordinators, volunteers, or contractors; Phoenixville Chamber of Commerce; The Borough of Phoenixville; and First Friday sponsors from any claims arising out of my participation in this event. I understand that I am solely responsible for all State, City, County, or other applicable permits, licenses, and/or certificates associated with my participation in First Friday. I understand that I have been advised to carry my own personal and product liability insurance.

Signature _____ **Date** _____