



MEMPHIS IN MAY INTERNATIONAL FESTIVAL

2024 MERCHANDISE & CRAFT VENDING APPLICATION



Thank you for your interest in vending at the 2024 Memphis In May International Festival. Our 46th edition of the famed World Championship Barbecue Cooking Contest will be held at Liberty Park.

World Championship Barbecue Cooking Contest, (May 15-18) is the celebration of Memphis' claim as the Barbecue Capital of the World. More than 200 competition teams from across the country and around the world compete for more than \$150,000 in prize money.

Average attendance for this three-day event is approximately 48,000-50,000+.

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, e-mail to concessions@memphisinmay.org, or electronically.

The deadline for merchandise and craft vendor applications is 5:00 p.m. on Friday, March 1, 2024. Selected vendors will be notified via email on March 8, 2024 with contracts issued to follow. Signed contracts with full payment are due April 8, 2024. 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 of 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 World Championship Barbecue Cooking Contest are \$100 per frontage foot and spaces are sold in five foot increments.

EXAMPLE

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

DEPOSIT AMOUNTS

Participating vendors will be required to provide a \$600 clean-up deposit, per space at the event, \$300 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. \$300 is a non-refundable Venue Restoration fee.

PRODUCT EXCLUSIVITY

Vendors interested in selling particular items exclusively should contact the Merchandise Manager 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.

2024 FESTIVAL MERCHANDISE & CRAFT VENDOR APPLICATION

MAY 15-18, 2024 • LIBERTY PARK • MEMPHIS, TN

Company: _____
Address: _____
City/State/Zip: _____
Contact: _____
Mobile: _____ E-mail: _____

INDICATE YOUR CHOICE OF SPACE SIZE

10 X 10 (\$1,000) _____ # of Booths
15 X 10 (\$1,500) _____ # of Booths
20 X 10 (\$2,000) _____ # 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 April 8.

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

PROPOSED ITEM	APPROXIMATE PRICING
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
5. _____	\$ _____
6. _____	\$ _____
7. _____	\$ _____

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

1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

COMPLETED APPLICATION MUST BE RECEIVED NO LATER THAN 5:00 P.M. ON FRIDAY, MARCH 1, 2024. A current photograph of your concession 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

Questions? concessions@memphisinmay.org



To access the electronic application visit: memphisinmay.org/vendors