



Steppin' Out 2017

Friday and Saturday, August 4 & 5

10 am to 10 pm

Downtown Blacksburg, Virginia

Arts/Crafts Vendor Information

Steppin' Out is not only the area's premier festival, it has become the Town of Blacksburg's very own family reunion. Sponsored by Downtown Blacksburg, Inc. (formerly the Downtown Merchants of Blacksburg) for over a generation, this street fair fills the historic central district with artists and craftspeople showing and selling their work; three stages of live music and entertainment; great ethnic and festival foods; and sidewalk sales at participating downtown merchants. Crowds have been estimated at more than 40,000 for the weekend – always the first Friday and Saturday in August. Crafters should be advised that the region boasts a large population of talented artisans; the quality of handwork offered is quite high, and the typical shopper is savvy and appreciative of skillfully crafted goods. We hope this will be a profitable and enjoyable venue for your own handmade work.

Eligibility

- **All arts & crafts MUST be handmade by you.** No vendors with buy/sell merchandise will be accepted. Violators will be asked to withdraw their buy/sell wares and will forfeit participation in future festivals.
- One crafter per booth: Booths may not be sub-divided.
- Food is provided by the restaurants who are members of Downtown Blacksburg, Inc. No outside food vendors will be accepted.
- No t-shirts may be sold by any vendor.
- New vendors are asked to submit photos detailing merchandise for sale. Please provide photographs or CD images with your application. You may also email images to dbi@downtownblacksburg.com. Returning vendors are NOT required to submit photos as long as you are selling the same goods as in previous years.

Logistics

- This is an outdoor event in a hilly town. If there is rain, some booths may experience standing/rushing water. Vendors are expected to be open during all festival hours, no matter the weather.
- Each booth is approximately 16' wide by 10' deep. Anything over 12' high must be approved by DBI. Activities must be limited to the booth space.
- Each vendor is responsible for the construction, set-up, staffing, and take-down of the booth.
- **Hours are 10:00 am to 10:00 pm, Friday and Saturday. Vendors agree to participate for the entire time period.**

Please check www.BlacksburgSteppinOut.com for updates and information.

- Because of past problems, we do not allow sound systems for product sales or demonstration. Booths with sound systems for background music are asked to keep the volume low to keep the peace between neighbors and to avoid conflict with the on-stage performances.
- The contact person completing and signing this application must be present at the festival.
- Steppin' Out does not provide security overnight. Goods and valuables should be removed from booths or secured overnight. Steppin' Out is not responsible for lost, stolen, or damaged goods.
- **There is a separate \$10.00 fee for electricity. Electrical usage is limited to 300 watts per booth. Not all booth spaces have access to electricity; therefore, booth assignments with electricity will be offered on a first-requested basis. In consideration of other vendors, we cannot allow generators.**

The Process

- Applications are due by Monday, April 24. Upon approval, booth fees will be deposited and you will receive acceptance notification via email. Applications received after April 24 will be placed on a waiting list. **We have experienced some mail delivery issues in the past. If you have not received an acceptance within 2 weeks, please send an email to follow up.**
- Check-in, set-up, and booth location information will be mailed in early July.
- We reserve the right to refuse an application. A full refund of fees will apply in such instances.
- The Downtown Blacksburg, Inc. Steppin' Out website (www.blacksburgsteppinout.com) will be used to list updates, festival information, and promotion.

Parking

- Steppin' Out is not responsible for providing parking or payment of parking fees incurred during the festival.
- In order to provide guaranteed parking spaces we reserve half of the Squires parking lot located at the end of College Avenue. Please note, spaces reserved do not back up to booth spaces. The lot is a convenient, policed location that will allow easy access to inventory for re-stocking booths. Passes may be purchased for \$15 for both Friday and Saturday. You may purchase two passes for \$25 if you have a trailer that requires an additional space. Be aware that you will not be guaranteed a booth location near the parking lot, even if you purchase a pass. Please note that oversized vehicles cannot use this lot. If you would like to reserve a space or spaces, please provide a separate payment with your booth application. WE ARE LIMITED TO 100 PASSES.
- There are other facilities available for parking around the festival. Details will be provided in the July mailing.

Contact Information

- If you have questions or concerns, please don't hesitate to contact Downtown Blacksburg, Inc. at (540) 951-0454. You are also welcome to email us at dbi@downtownblacksburg.com.
- Information and updates will also be posted at www.blacksburgsteppinout.com
- Keep this sheet for your own information and return the accompanying application, along with payment and photos, to:

**Steppin' Out 2017
Downtown Blacksburg, Inc.
Post Office Box 233
Blacksburg, VA 24063**

Please check www.BlacksburgSteppinOut.com for updates and information.

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August 4 & 5

Blacksburg, Virginia

Craft Vendor Application

For internal use only:

2016 Booth assignment:

Received:

Paid:

Business name (if applicable): _____

Contact name (contact must be present at the festival):

Address: _____

Phone number(s): _____

Email address: _____ Website URL: _____

Vehicle license plate #: _____

Please provide this so we may contact you if there are any parking issues.

Describe ALL booth merchandise.

Booth space request, if any: _____

NOTE TO RETURNING VENDORS: Requests for "specific booth spaces" are handled on a first-come, first-served basis. Early applications are encouraged!!

Circle all categories which describe your merchandise:

- | | | |
|---------------|----------------|-------------|
| art | glass | paper |
| bath | gourds | painting |
| calligraphy | hair ornaments | photography |
| candles | handmade books | pottery |
| Celtic | hats | sand art |
| clothing | henna | sculpture |
| ethnic-themed | jewelry | sports |
| face painting | kids | tie-dye |
| fiber | leather | quilts |
| foods | metal | wood |

Please check www.BlacksburgSteppinOut.com for updates and information.

Number of Steppin' Out Arts & Craft booths requested: _____ @ \$200: \$_____

Please include separate payment for each of the following:

Electricity requested: _____ Include separate \$10 check \$_____

Note: 3-4 booths share 2 outlets. Be sure to bring UL approved for outdoor use heavy extension cords or power strips.

Parking passes requested: Include separate checks
1 @ \$15 _____, or \$25 for two _____: \$_____

Note: Passes are limited. Check the website for availability before requesting.

Total enclosed: \$_____

***Please make checks payable to Downtown Blacksburg, Inc.
Mail with photographs or CD images of your merchandise to:***

Steppin' Out 2017
Downtown Blacksburg, Inc.
P.O. Box 233
Blacksburg, VA 24063

- I have read and agree to abide by all the rules and regulations provided on pages 1 and 2 of this application.
- I understand that the fees are non-refundable once my application is accepted.
- I certify that my merchandise is handcrafted and that I will be present on site during the festival.
- I understand that no t-shirt sales are allowed at Steppin' Out.
- I agree to remain open for business from 10 am until 10 pm both days of the festival.

Signature _____

Date: _____

Applications are due by Monday, April 24, 2017.

Have you included the following?

- (1) check(s), payable to Downtown Blacksburg, Inc.
- (2) this completed application form and
- (3) pictures of your merchandise, if required

Please supply a valid email address so we can "green up" our festival! Thanks!