

**Florida Heritage Book Festival
Marketplace – September 17, 2016
BOOKSELLER / VENDOR AUTHOR
EXHIBITOR APPLICATION**

The Marketplace is open from 9:00 am to 5:00 pm on Saturday, September 17, 2016. All Booksellers/Vendors/Exhibitors are required to be open and staffed for the full day.

Bookseller/Vendor Package \$60

Includes the following elements:

1. One half of 6-foot table with floor-length tablecloth and a folding chair.
2. For reservations received before June 15, 2016, your company's name will be included in our vendor marketing materials used to publicize the Festival.
3. One "Exhibitor Listing" in the Florida Heritage Book Festival Special Section published in The St. Augustine Record on the weekend prior to the event (if payment is received by August 15, 2016); listing to include Exhibitor name and booth location.
4. "Exhibitor Listing" on the Florida Heritage Book Festival website.

Nonprofit Organization Package \$50

Includes the following elements:

1. One 6-foot table with floor-length tablecloth and two folding chairs.
2. For reservations received before June 15, 2016, your non-profit's name will be included in our marketing materials used to publicize the Festival.
3. One "Exhibitor Listing" in the Florida Heritage Book Festival Special Section published in The St. Augustine Record on the weekend prior to the event (if payment is received by August 15, 2016).
4. "Exhibitor Listing" on the Florida Heritage Book Festival website.

Vendor Criteria

In order to secure space at the Florida Heritage Book Festival, you must either sell books or book-related products. At its sole discretion, the FHBF reserves the right to refuse participation by any company/organization or individual.

General Information

Marketplace: Saturday, September 17, 2016 – Doors are open 9:00 am–5:00 pm

Setup 7:30 am, breakdown no earlier than 5:00 pm – Location: Virginia Room, first floor of the Ringhaver Student Center, Flagler College, 50 Sevilla Street (corner of Sevilla and King Streets). **Vendor/Exhibitor is responsible for portage of all their materials.**

Vendors are responsible for collecting and remitting the proper Florida state sales tax.

Vendor applications with payment will be accepted and booths assigned, on a first-come, first-served basis. Please be advised that space is limited and sells quickly. Once we sell allotted space, we will close sales. Therefore, Exhibitors are encouraged to submit their completed Exhibitor application and payment as soon as possible.

Forms of payment:

Online Registration is available. Please visit our website for more information: fhbookfest.com

Checks and money orders only. No applications will be processed without payment in full.

Checks and money orders should be made out to the Florida Heritage Book Festival or FHBF.

Mail completed form and payment to: Florida Heritage Book Festival, PO Box 4011, St. Augustine, FL 32085

Once your payment has been received and your application approved, we will mail you a confirmation letter. All vendors will receive information about lodging and parking approximately two weeks before the Festival.

Florida Heritage Book Festival 2016 Vendor/Exhibitor Application/Agreement
Vendor/Exhibitor agrees to exhibit, and the Florida Heritage Book Festival agrees to allow Vendor/Exhibitor to sell at the FHBF Marketplace, held on Saturday, September 17, 2016, at Flagler College, St. Augustine, Florida. Registration and payment by check or money order should be received on or before August 15, 2016, to reserve space.

Contact Information (please print)

Contact (*person coordinating the booth*):

Company name:

(Name as it should appear on all printed materials, listings, etc.)

Daytime phone: _____

Email address: _____

Street address: _____

City: _____

State: _____

ZIP: _____

Sales tax license number: _____

Type of business: **Please check all appropriate categories to describe what you are selling.**

_____ General (full line)

_____ Used Books

_____ Children's Books

_____ Antiquarian

_____ Author

_____ Book Title

_____ Cultural or Special Interest (*please specify*) _____

_____ Religious or Inspirational (*please specify*) _____

Merchandise (*book-related items only, audiocassettes, CDs, etc. – please specify*)

Number of booths you wish to reserve:

_____ @ \$60 Bookseller/Vendor--Half Table

_____ @ \$50 Nonprofit/Writers Organization

_____ @ \$120 Publisher

\$_____ Total enclosed

Do you require a booth identification sign? _____

Do you require the table to be in front of a wall? _____ Do you require an electrical outlet? _____

Note: The room is well lit and additional lighting is not necessary.

Signature: _____

Please print name/title:

Thank you!

Please mail **both pages of the signed application** and payment to:

Keep a copy for your records. Questions? Contact

marketplace@fhbookfest.com

Florida Heritage Book Festival
PO Box 4011
St. Augustine, FL 32085-4011