

41<sup>st</sup> Annual Italian Festival  
May 21 & 22, 2011



**Arts, Crafts & Commercial  
In the Expo Building**

**PLEASE READ CAREFULLY  
Arts, Crafts and Commercial  
May 21 & 22, 2011**

We will be holding our arts, craft & commercial show in the 80,000 square foot Expo building at the fairgrounds again this year. All exhibitors that choose to have an inside booth will have a 10' x 10' booth on a concrete floor **with pipe and drape**. Our pipe and drape will be in the Italian colors of red, green and white. We believe this will add a new exciting atmosphere with the décor of the Italian heritage.

Please indicate if you will be exhibiting in the commercial (non-hand-crafted) section, crafts and collectibles section, or the fine arts section.

**Setup time** will be from 9:00 a.m. until 9:00 p.m. on Friday, May 20.

**Show hours** are 9:00 a.m. to 7:00 p.m. on Saturday; and 10:00 a.m. to 4:00 p.m. on Sunday.

Early departure is not acceptable, except in case of emergency. Please check with the information booth.

***Security will be on property from Friday night until Sunday afternoon. The McAlester Italian Festival Foundation, Inc., the Pittsburg County Regional Exposition Authority or the City of McAlester will not be liable for damage to or theft of arts or crafts, collectibles, or any other property during participation at the Festival.***

1. All participants must furnish their own display equipment, including a heavy duty extension cord if electricity is required. Displays must be within **the exact boundaries of your booth**.
2. Tables must be draped, preferably with Italian colors (red, white & green).
3. Assignment of spaces will be made in order of receipt of application and entry fee.
4. **MERCHANDISE MUST BE HAND-CRAFTED BY THE EXHIBITOR. UNLESS EXHIBITING IN THE COMMERCIAL SECTION. A PICTURE OF YOUR BOOTH MUST ACCOMPANY YOUR APPLICATION.**
5. For safety's sake, no smoking (city ordinance prohibits) or cooking of any type will be allowed in the building.
6. No drawing, sketching or photos allowed in the Expo Center except by committee.
7. **NO VEHICLES WILL BE ALLOWED INSIDE THE EXPO BUILDING.**
8. **NO BOOTH SETUP WILL BE ALLOWED on Saturday, May 21.**
9. Overnight RV parking will be allowed, self-contained ONLY.
10. Exhibitors must collect sales tax on all sales. **Local Sales Tax is 9%**
11. The deadline for cancellations May 13, 2011. Booth fees for cancellations after this date will be forfeited.
12. **Upon arrival, please check in with the Festival Representative at the front of the Expo building to receive tax packets, booth location and additional information.**
13. **Exhibitors must move vehicles after unloading to the designated parking area on the north side of the Expo building.**

***Exhibitors agree to comply with committee policies and rules as stated herein and in the application. The committee reserves the right to refuse or accept any application, to enforce and/or interpret rules and guidelines, to move exhibitors as needed and to expel exhibitors not complying with the rules and guidelines. The entry fee will be forfeited if expelled from the show.***

For confirmation of your reservation, please include a #10 self-addressed, stamped envelope with application. An exhibitor parking pass will be included – please place it in your vehicle's dash.

**We hope to see you there!!**



Arts, Craft & Commercial  
Application & Agreement  
41<sup>st</sup> Annual Italian Festival

E-Mail Address:  
[italianfestival@cityofmcalester.com](mailto:italianfestival@cityofmcalester.com)  
May 21 & 22, 2011  
Set up on Friday May 20, 2011

**2011**

Leave This Box Blank

Date Rec'd. _____
Check # _____
Initial _____
Electricity _____

Festival Use Only

Name \_\_\_\_\_  
Business Name \_\_\_\_\_  
Address \_\_\_\_\_  
State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_  
E-Mail \_\_\_\_\_  
City \_\_\_\_\_  
Oklahoma Tax # \_\_\_\_\_

Had space in show last year?  Yes  No

Booth Preference? \_\_\_\_\_

Please list all merchandise \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Crafts & Collectibles Section (10'w x 10'd)**

Please reserve \_\_\_\_\_ spaces @ \$100.00 per space to include pipe and drape  
Electricity?  Yes  No @ \$10.00 per space (must have own extension cords) Total \_\_\_\_\_  
Total \_\_\_\_\_

**Commercial Section (Not hand-crafted by exhibitor, 10'w x 10'd)**

Please reserve \_\_\_\_\_ spaces @ \$100.00 per space to include pipe and drape  
Electricity?  Yes  No @ \$10.00 per space (must have own extension cords) Total \_\_\_\_\_  
Total \_\_\_\_\_

**Non-Profit Section (This space is informational only, 10'w x 10'd)**

Please reserve \_\_\_\_\_ spaces @ \$75.00 per space to include pipe and drape  
Electricity  Yes  No @ \$10.00 per space (must have own extension cords) Total \_\_\_\_\_  
Total \_\_\_\_\_

Total Fee Enclosed \_\_\_\_\_

**I understand that the McAlester Italian Festival Foundation, Inc., the Pittsburg County Regional Exposition Authority, or the City of McAlester will not be liable for damage or theft during participation at the Italian Festival. The committee reserves the right to rearrange, move, etc., booths for the good of the show. No moves will be made unless absolutely necessary. The committee reserves the right to accept or deny any application. All comments and suggestions are welcome! Please use back side of sheet.**

My signature in this application agreement confirms my understanding of the rules and liabilities.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Your cancelled check will serve as confirmation of your booth space. For written confirmation, please include a #10 self-addressed, stamped envelope with your application.

Make checks payable to: McAlester Italian Festival

Mail application and check to: McAlester Italian Festival  
P.O. Box 1212  
McAlester, OK 74502-1212