



## Information Sheet for Craft Vendors

RibFest is a community event and rib-cooking competition with proceeds benefitting the outreach ministries of St. Margaret's Episcopal Church.

RibFest will be held **Saturday, September 23<sup>rd</sup>, 2023 from 4:00 – 7:00 p.m.** on the grounds of St. Margaret's Episcopal Church (20900 Chenal Parkway, Little Rock). In case of inclement weather, the make-up date is October 7.

RibFest plans include:

- 6-12 Cooking Teams, each with a booth or tent for serving their ribs
- Open judging: all paid persons with a ticket will have the opportunity to sample ribs and vote for their favorites
- A trophy and “bragging rights” for the top cooking team!
- This is an outdoor event, weather permitting
- Live Music
- Local Craft Vendors
- College Football on the Big Screen
- General Admission is \$30 for adults, \$25 for seniors, and \$15 children ages 6-12 (purchased in advance). Adult admission \$35 at the gate.

### Important Information:

1. Weather permitting, RibFest will take place both indoors and outdoors. Outside, there will be cooking teams and live music, plus higher foot-traffic. Indoors, there will be air-conditioning, college football on a big screen, and electricity and wi-fi.
2. The church has a limited number of tables, so **vendors must bring their own display tables**: no more than two tables to fit within your space. Outside vendor spaces may be as large as one parking space: 9'x17'. You may purchase two adjacent spots for a space that is 18'x17'.
3. You may set up your space as early as 9:00 a.m. on Saturday, September 24. Your booth must be ready and open for business by 4:00 pm. The event will end at 7:00 p.m.; please do not close your booth before 6:30 p.m.
4. No open flames, please.
5. No glitter products, please.
6. You are responsible to watch over your booth at all times. Please do not leave your table unsupervised.
7. You will receive one free event ticket with your space, included in your \$35 fee – with the opportunity to sample and vote for your favorite ribs. If you have more than one person, please purchase General Admission tickets for them.
8. Each vendor will be responsible for cleaning up their assigned space promptly after the event ends at 7:00 p.m. There will be volunteers to help, but please make sure you leave your space completely clear and free of trash.
9. With your permission, we'll post information about your vendor booth on the RibFest Facebook Event page. If you have a picture or logo that you would like us to use for that, please send those to [mvano@stmargaretschurch.org](mailto:mvano@stmargaretschurch.org). Also, if you have your own social media for your business, please do share the RibFest event page to your customers with an invitation for them to purchase tickets and come to the event.

## RibFest Vendor Registration Form

Booth Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Contact Email Address: \_\_\_\_\_

Brief Description of items that you plan to sell: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I give St Margaret's permission to post information about my vendor booth on social media and print advertisement.

Signed \_\_\_\_\_

**The fee for one booth is \$35, two booths for \$50.** Please submit payment to St. Margaret's Episcopal Church (RibFest in the memo line) and return with form to 20900 Chenal Parkway, Little Rock, Arkansas 72223. If you prefer, Credit Card payments may be made at <https://stubs.net/event/5286/ribfest-vendor-fair>