

7TH Annual Crawfish Mambo Cook-Off & Music Festival on the Lake
Saturday, May 12, 2018 | 11:00am-5:00pm
The University of New Orleans
www.CrawfishMambo.com
NEW ORLEANS LARGEST CRAWFISH COOK-OFF!

Dear Louisiana Artist and Artisans:

As we prepare for the milestone of the Seventh *Annual Crawfish Mambo: Cook-off and Music Festival on the Lake*, we are proud to be able to claim the title *New Orleans' Largest Crawfish Cook-Off* with over 32,000lbs boiled and 5,000 attendees. We hope that you will support the University of New Orleans International Alumni Association's signature spring fundraiser. Join us in extending the reach and impact of one of Louisiana's most diverse universities and New Orleans' premier public research university, the University of New Orleans.

Funds raised through *Crawfish Mambo* support the Association's efforts to prepare the region's future talent - *your future employees* - through professional development programs such as dining and social etiquette luncheons, resume review panel discussions, scholarships, and networking events. In 2017 alone, over 200 alumni and community volunteers supported thousands of current, future and former students with these and other programs. Due to the success of *Crawfish Mambo* last year, the University of New Orleans International Alumni Association was also able to provide funding for continued scholarships.

We hope you'll take advantage of the opportunity and join us in making Mambo an even greater success by participating in the Mambo Artists' Village.

For more information, please contact the University of New Orleans Office of Alumni Affairs by email at alumni@uno.edu or by phone at (504) 280-2586.

Sincerely,



Karen M. Paisant
Event Chair

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ARTIST APPLICATION FORM

We will notify applicants of acceptance.

NOTE: Upon acceptance, there is a non-refundable Artist Fee of \$50.00 to reserve a 10'x10' space. You must provide your own tent, tables, chair, and signage. Fee includes one (1) ticket for all you-can-eat-crawfish. Additional tickets can be purchased for \$25.00.

Business Name

Mailing Address

City, State Zip

Contact Name & Title

Contact Phone Number

Contact Email Address

Website

FEIN/SSN/IL Business Tax #:

Please select the category or categories for which your artwork qualifies:

- | | | | | |
|---|---------------------------------------|--------------------------------------|---|--------------------------------------|
| <input type="checkbox"/> Ceramics | <input type="checkbox"/> Clothing | <input type="checkbox"/> Digital Art | <input type="checkbox"/> Functional Art | <input type="checkbox"/> Glass |
| <input type="checkbox"/> Food | <input type="checkbox"/> Furniture | <input type="checkbox"/> Jewelry | <input type="checkbox"/> Painting | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Works on Paper | <input type="checkbox"/> Other: _____ | | | |

ARTIST APPLICATION FORM (PAGE 2 – SIGNATURE)

I hereby acknowledge and accept all terms of this artists' application by which will be considered a legal contract between myself (Artist) and the University of New Orleans International Alumni Association. I therefore accept all terms and conditions of this agreement, including all rules and regulations and understand that I am legally bound by this agreement. Artist acknowledges that at no time is the University of New Orleans International Alumni Association empowered to negotiate fees, offer discounts or refunds. Under all circumstances unless stated in the rules and regulations, there are no refunds.

Signature: _____ Date: _____

Print Name: _____

Business Name: _____

Send completed Application Form to alumni@uno.edu or via fax at 504-280-1080 or mail to UNO Alumni Association, 2000 Lakeshore Drive, New Orleans, LA 70148.

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2018 MAMBO ARTIST RULES & REGULATIONS

Event Set-Up: Crawfish Mambo is an outside festival. All artists will be set up outside. Vendors are responsible for providing their own tent, tables, chairs, and signage.

Acceptance & Confirmation: Artist selection and notification will be by rolling admissions beginning January 2018 based on variety, quality, price point, originality, etc. We will confirm receipt of all applications and will notify applicants accepted to participate within one week. To confirm participation and reserve space, Artist must submit fee within one week or risk forfeiting space to another Artist. Participation is not considered confirmed until Artist Fee has been received.

Exclusivity: We do not provide guaranteed exclusivity to any vendor.

Water: Running water is not provided on-site. You must provide your own fresh water.

Electricity: No personal or small portable generators are permitted on grounds of the event for use within your booth. All electricity on site is portable and provided by a third party vendor designated by the University of New Orleans International Alumni Association. Any service disruptions and/or blackouts will not result in a rebate or refund of any kind.

Set-up and Tear-down: Each vendor is responsible for the set-up, tear-down and clean-up of his or her stand. Vehicles are allowed on site only for set-up prior to the event and tear-down once the event closes. You will be notified when it is safe to bring your vehicle onto the site. Unless otherwise noted, parking is not provided to any vendor. Load-in/set-up times will be provided in the confirmation letter sent to each vendor prior to the event. You must remove your vehicle immediately after unloading your merchandise. You are allotted two hours from the closing time of the event break-down to vacate your space. Please bring the necessary assistance/manpower to ensure this.

No Show Policy: Artists who have not checked-in and/or called (number will be available in confirmation materials) by 10:00am Saturday, May 12, 2018 will be considered a "no-show." No Show artists' assigned spaces will be forfeited to a wait-list artist. Crawfish Mambo is rain or shine.

Trash Disposal: Each space must remain clean throughout the event. Trash receptacles and bags will be provided. Trash (in bags) will be picked up from your space by a third party.

Event Hours: Vendors must remain open during festival hours, 11am-5pm.

Taxes/Licenses: Vendor is responsible for all tax liability and licenses due to the City of New Orleans and the State of Louisiana.

Occupational License: Prior to the event, each Vendor will be required to submit proof of their occupational license for the City of New Orleans.

Insurance: The Vendor is to submit a certificate of insurance naming the University of New Orleans and the University of New Orleans International Alumni Association as additionally insured on Vendor policy.