



**Jekyll Island Book Festival**  
**Author's Alley Application**  
 April 6, 2019  
 10 a.m.-3 p.m.  
 Jekyll Island, Georgia

**For Festival Office Use Only**

Date Received: \_\_\_\_\_

Application: \_\_\_\_\_

Bio: \_\_\_\_\_

Booth Space: \_\_\_\_\_

The Jekyll Island Book Festival is designed for all book lovers, and includes family-friendly fun in the Jekyll Island Beach Village.

**NOTE:** To ensure a diversity of subjects/products, each application will be put before the Jekyll Island Book Festival Committee to decide. The selection process will be based on offering the festival attendees with an assortment of subjects/genres/products, high-quality books, and exhibitors/authors who are serious about their craft – both experienced and emerging.

**Contact Information:**

Exhibitor/Author Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_ Website: \_\_\_\_\_

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

<b>Fees:</b>	
Application Fee (Non-Refundable)	\$ <u>30</u>
10'x10' Space:	
<input type="checkbox"/> \$125 – Postmarked by: December 31, 2018	
<input type="checkbox"/> \$150 – Postmarked by: January 1 – January 31, 2019	
	\$ _____
<b>Equipment Rental:</b>	
_____ White Resin Chair at \$5 per chair	\$ _____
_____ Black Plastic Chair at \$4 per chair	\$ _____
_____ 6' Banquet Table at \$15 per table	\$ _____
_____ 8' Banquet Table at \$15 per table	\$ _____
<b>*Must provide your own tent</b>	
<b>Total: \$ _____</b>	

*\*Methods of Payment available on page 2.*

**\*Please include:**

- Photos (3 photos of product, 1 photo making product, 1 photo of set up)

*\*Methods of Payment Accepted:*

\_\_\_\_\_ Two separate Money Orders (one for application fee, one for space fee; **No personal checks accepted**)

\_\_\_\_\_ Credit Card

Please charge: _____ Visa _____ Master Card _____ American Express
Card Number: _____ Expiration Date: _____
Name on Card: _____
Billing Address (if different from mailing): _____
City: _____ State: _____ ZIP code: _____

**Exhibitor/Author Agreement:**

I have reviewed all pages of this application and agree to abide by the requirements set forth by this application. Furthermore, by signing below I agree to indemnify and hold harmless the Jekyll Island Authority from any claims whatsoever arising for my participation as an exhibitor/author and any theft loss, or damage to the person or property of the undersigned while in possession of under the supervision of Jekyll Island Authority during the Jekyll Island Book Festival. No refunds or credits will be issued for exhibitor/author cancellation, inclement weather cancellation, or acts of God. By signing this agreement, I agree to allow the JIA and its contracted photographer/videographer to photograph and video my/business appearance at the event without further compensation.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

- **Return Pages 1 & 2**
- **Postmarked Application Deadline: Thursday, January 31, 2019**
- **Please mail completed application package:**

Jekyll Island Authority  
Attn: Erin Evors  
100 James Road  
Jekyll Island, GA 31527

<b>Questions:</b> Erin Evors, Events Coordinator <a href="mailto:eevors@jekyllisland.com">eevors@jekyllisland.com</a>
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- **Check list for completed application package:**
  - Completed Application (Pages 1 & 2)
  - Photos (3 photos of product, 1 photo making product, 1 photo of set up)
  - Payment

(Retain Pages 3 & 4)

# Jekyll Island Book Festival

## Official requirements for Author's Alley

- **Due Date:** Postmarked Application Deadline: **Thursday, January 31, 2019**
- **Only packages containing** complete application, payment, and photos (3 photos of product, 1 photo making product, 1 photo of set up) will be put before the selection committee for consideration.
- **Notification Date:** The Festival will start accepting applicants via email as early as August 31, 2018 and every 30 days after until full. Final accepted applicants will be notified no later than February 15, 2019. Please do not contact us about the status of your application.
- **Accepted applications** will receive an email notification welcoming them to the festival.
- **Author's Alley Package includes:** One individual, 10'x10' space in the Author's Alley area. Electricity is available.
- **Exhibitors/Authors** must provide your own tent, table, chairs, and signage with grommets to be hung from the tent. All signage must NOT exceed 8'x8' or extend outside designated space provided. If tables or chairs are needed, please indicate how many on page 1.
- **Refunds:** An accepted application is a commitment to participate in Jekyll Island Book Festival which is an outdoor rain or shine event. **Therefore, there will be NO REFUNDS for any reason, including an Act of God, after an exhibitor/author is accepted into the festival.**
- **Jekyll Island Authority will determine exhibitor/author locations.**
- **Exhibitors/Authors may not sell** or give away any type of alcoholic beverage.
- **Exhibitors/Authors may not sell** prepackaged food items or gift baskets.
- **Exhibitors/Authors may have a giveaway item** that is pre-approved by JIA such as but not limited to fans, bottle openers, beads, etc.
- **Exhibitors/Authors may not** share booths.
- **Signs & Banners:** Banner must have grommets to be attached at top of tent and cannot exceed 8'x8'. Adjacent signs must be kept within your booth space.
- **Load-In & Setup:** Saturday, April 6, 7 - 9 a.m.
  - All exhibitors/authors arriving after **9 a.m.** will not be allowed in under any circumstance.
- **Festival Operation Hours:** April 6, 10 a.m. to 3 p.m.
- **No early teardowns or departures. You must be "Open-for-Business" by 10 a.m. on Saturday, April 6** and remain open during festival hours until completion of the event at **3 p.m.**
- **Electricity Available.** If electricity is needed, you will need to bring a 50' to 100' extension cord to reach your booth.
- **Jekyll Island Parking Fee: The \$6 daily Jekyll Island State Park parking fee applies to all exhibitors/authors.**
- **Exhibitor/Author understands** that the space size they lease shall accommodate their unit. Space is limited and all equipment, supplies, and display must be located within the dimensions of the designated space. Please note that the overall appearance of your vending area, as well as your staff and business, are considered for involvement in future events. Exhibitors/Authors agree to keep their lease space and surrounding area clean and clear of all garbage and debris.

# Beach Village



## FOOD & DRINK

- 1 Jekyll Market
- 8 Club Café at the Beach
- 9 Fuse Frozen Yogurt
- 11 Jekyll Beverage Center
- 15 Jekyll Island Seafood Co.
- 21 McGarvey's Wee Pub Beach
- 22 The Westin Café
- 23 The Observation Deck
- 24 The Reserve & Harry's Lounge
- 25 Salty's Oceanside at the Westin
- 27 Corsair Kitchen & Bar

## SHOPPING

- 1 Jekyll Market
- 4 Tonya's Treasures
- 6 The Collection Boutique
- 10 Seaside Sunglasses
- 13 Whittle's Gift Shop
- 14 Kennedy Outfitters
- 16 Maxwell's General Store
- 17 Caroline's Gifts and Flowers
- 18 Splash Resort Wear
- 19 Brittney's Closet
- 20 Life is Good
- 26 Snappy Turtle

## REAL ESTATE

- 2 Ocean Oaks Preview Center (upstairs)
- 5 Parker-Kaufman, Realtors
- 7 Jekyll Realty

## OTHER SERVICES

- 3 Judy Kay's Beauty Salon (upstairs)
- 12 Ameris Bank