

# Kaleidoscope 2024 Frequently Asked Questions

# What is a Kaleidoscope?

Kaleidoscope is a free family-friendly multicultural festival celebrating the rich diversity of our local community. Food, hand crafted items, and games will be part of the event. We will host many of the ethnic and cultural Catholic communities in the area, as well as other organizations that focus on strengthening community bonds across Nashville's many international groups. Read more here: <u>https://cctenn.org/about/kaleidoscope/</u>

# For Vendors and Faith Communities

# What is my role as a community faith participant?

You should showcase your faith community to festival attendees. It is always great to have visual representation of your community. You could wear attire from your home country, sell artisan crafts or food samples. Attendees are interested in learning about your community. You could share facts and have representatives tell their story. Each faith community will have a 6 foot table and two chairs.

#### How do I sign up to participate?

There are separate forms for each of the participant categories: Faith Community, Artisan Vendor, Food Vendor, Performer, Volunteer. All forms can be found at the bottom of the <u>Kaleidoscope</u> <u>Festival</u> website.

# Can I participate in more than one way? For example, can I be a vendor and a performer?

Yes, we encourage you to review all the participation opportunities.

#### Can my group perform at Kaleidoscope?

Yes, if your group presents active entertainment with the flavor of a distinct culture, please apply.

#### When will I find out if my application is approved?

Applications will be reviewed on a timely basis after they are submitted. You should expect to receive a follow up email within one week.

#### When will I be charged for the event?

If your application is approved. You will receive an email with the *Vendor Payment Form* to submit your payment information. For faith communities, the \$25 fee may be waived.

#### Can I pay by check?

Yes, on the Vendor Payment Form you will have an option to submit by check.

#### Can I pay after the event?

All payments are due prior to the event and no refunds will be issued.

#### Is my vendor fee a donation?

No, your vendor fee helps to offset the event costs.

#### What is the standard booth size?

Artisans, vendors, food vendors, and community participants receive a 12ft x 12ft booth space. Please contact us if you are interested in additional space.

#### Will a tent be provided?

At this time, tents will not be provided, and you will need to bring or rent a tent.

#### Can I bring my own tent?

Yes, you can bring your own tent, no bigger than 12ft x 12ft. We suggest that you bring weights for your tent as the vendor area will be on the pavement.

# Can I rent or confirm equipment onsite at the event?

No, you will not be able to rent any equipment (tents, tables, chairs, etc.) onsite at the event. All equipment should be requested at least one week prior to the event.

#### Can I play music in my booth?

Yes! We would love to have authentic music from your community. Please respect your neighbors and the volume level. However, we will not have electricity available for vendors.

#### What time should I arrive?

Vendor set up is from 8:30 a.m. – 10 a.m. If you would like to unload your car near your booth, you may do so before 9:30 a.m.

# What time should I depart?

The event lasts until 5 p.m. and we ask that all faith communities and vendors occupy their booth until that time. If you have extenuating circumstances please tell us in advance, and we may be able to have a volunteer help.

#### Where do I park?

Faith communities and vendors can park in the front lot. If you would like to unload your car close to your table, you can do so, but cars must be moved prior to 9:30 a.m.

#### What is the vendor check in process?

Vendors will be emailed with more information as we get closer to the event.

#### When will I get my booth location?

Booth location will be emailed to participants prior to the event.

#### What is the rain plan?

Kaleidoscope is rain or shine. If inclement weather is expected, the festival committee will decide by noon on the prior Thursday to move the event inside the Catholic Pastoral Center.

# **For Attendees**

#### Is there a charge to attend the event?

No, Kaleidoscope is free of charge, but we encourage you to <u>register to attend</u>. There will be drawings for hand-crafted Kaleidoscopes and other prizes and you must register (online or onsite) to be eligible to win.

#### What time does the event start/end?

Kaleidoscope starts at 10 a.m. and lasts until 5 p.m.

#### Will there be food?

Yes, we will have food available for purchase.

#### Will there be access to the restrooms?

Yes, restrooms will be available.

#### Do I need to be present to win the drawing?

No, you do not need to be present to win the prize, but you must have registered, attended the event, and checked in. Winners who are not present will be contacted within 48 hours of the festival and required to pick up their prize at the Catholic Pastoral Center.

#### Are children allowed?

Yes, we welcome children of all ages. However, you must always stay with your children.

#### Where do I park?

There is ample parking in the Catholic Pastoral Center lot. Unless directed by a parking attendant, you can park anywhere in front of the building.

#### What is the rain plan?

Kaleidoscope is rain or shine. If inclement weather is expected, the festival committee will decide by noon on the prior Thursday to move the event inside the Catholic Pastoral Center.

#### Will there be places to sit down?

Yes, the entertainment tent will have plenty of tables and chairs for eating, enjoying performances, and resting.

**Can I bring my dog?** The event is dog-friendly, but they must be leashed at all times.

**Is there a bag policy?** All bags are subject to search. Security professionals will be on hand for the event.

# **For Volunteers**

#### Should I register as an attendee in addition to my volunteer registration?

No, your volunteer registration will be sufficient. All volunteers will be entered into the drawings. If you are bringing any guests that are not volunteering, please ask them to register.

#### Where do I park?

There is ample parking in the Catholic Pastoral Center lot. Unless directed by a parking attendant, you can park anywhere in front of the building.

# Where do I sign in?

Volunteers will sign in at the volunteer booth which will be located near the front of festival lot.