****

**2018 Chester County BBQ Festival**

**Vendor Application**

**September 28-29, 2018**

**Friday 10:00 a.m. -10:00 p.m.**

**Saturday 9:00 a.m. – 9:00 p.m**.

Please note this is a two-day festival and some of the requirements have changed. Please read very carefully before you sign agreement.

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

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

Contact’s Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

Please list items to be sold or given away (please use back of form if you need more space):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Electricity needed? Yes / No Amps/Voltage Required: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

RATES: (10’x10’ space)

Chester County Chamber of Commerce Member: $50.00 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chester County Resident/Business: $100.00 \_\_\_\_\_\_\_\_\_\_\_\_\_

Out of Chester County Resident/Business $150.00 \_\_\_\_\_\_\_\_\_\_\_\_\_

Electricity $20.00 per 10’x10’ space\_\_\_\_\_\_\_\_\_

Soda/Water Fee $25.00 \_\_\_\_\_\_\_\_\_

Total Amount Due: $\_\_\_\_\_\_\_\_\_\_

**FESTIVAL REQUIREMENTS/POLICIES/INFORMATION**

Absolutely NO REFUNDS will be given after September 1, 2018! No rain/weather refunds will be given before, during or after the festival.

ONLY Chester County Chamber members and Chester County residents may submit a vendor application form on or before June 29, 2018. Beginning, July 2nd, the vendor application process is open to everyone.

**A certificate of insurance showing general liability limits at 1 million per occurrence and 2 million aggregate is required for every vendor and must be attached to application.**

Once you submit your vendor application, the BBQ Festival committee will review your application, if you are accepted into the festival, you will receive an approval letter and invoice. Your vendor fee will be due by September 1, 2018. If you do not pay by this date, your spot will be given to a vendor on the waiting list.

All Vendors must provide a detailed description of your booth items on the form provided at the time of application. The BBQ Committee for acceptance into the festival will review your list, along with your application. If you sell/give away anything at the festival that is not on your application list, you will be asked to leave the festival immediately with no refund.

Booth size is 10’x10’. Vendors provide their own pop-up tent /canopy and it can be no larger than 10’x10’. In the interest of safety, vendors must keep their tent stakes and any wires covered. If you are a vendor setting up on Main Street, you will need weights to secure your tent. You cannot use stakes on the street.

Please call the Chamber the week of the festival for your setup time.

Festival hours will be 10:00a.m. -10:00p.m. on Friday and 9:00a.m.-9:00p.m. on Saturday.

*Vendors must be cleaned up and off the street by 10:45p.m. on Saturday, Sept. 29.*

Vendors are responsible for their own set-up, tear down, trash and debris removal.

Extension cords are not provided.

Vendors may not sublet or share booth space.

Initial Here: \_\_\_\_\_\_\_\_\_\_\_\_\_

Vendors may not sell or give away any silly string, fake cigarettes, snap pops, fireworks, glow sticks, noise makers of any kind, horns, whistles, gum, stink bombs, colored hair spray, lasers, anything that has a real or fake blade, knives, guns, and toy guns of any type including water and marshmallow/potato guns.

All food or drinks sold or given away at the festival must be approved by the BBQ Festival Committee and listed on application. There are strict guidelines regarding the sale of food and drinks at the festival.

Non-professional vendors who plan to prepare food on site are only allowed to prepare **one** item on site.

Food Permit is required if food is prepared on site. There will be an additional fee set by the Health Department and collected on site by the Health Dept. at the festival.

Non-professional food vendors are allowed to sell carbonated drinks or water for a $25.00 fee.

The BBQ Festival committee has the right to reject any application and /or booth items to be sold or given away.

If you fail to follow the policies and procedures of the festival, you will be asked to leave the festival immediately with no refund.

I have read all the policies and requirements for the 2018 Chester County BBQ Festival and I agree to the rules of the festival.

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

Vendors will receive an acceptance notice in the mail or by email, along with an invoice for their space rental.

Henderson/Chester County Chamber of Commerce

PO Box 1976

587 East Main Street

Henderson, TN 38340

731-989-5222

[channing@chestercountychamber.com](mailto:info@chestercountychamber.com)