

SummerFEST
Saturday, July 6, 2019

Vendor Information

LIMIT 40 VENDORS:

FIRST COME, FIRST SERVE

Please remember:

No pets, No ATVs,

No fans or other unnecessary appliances



July 6, 2019 / 5:00 p.m. to 11:00 p.m.

BOOTH LOCATIONS:

Each booth is allowed a space of approximately 10' X 20'

All booth locations will be marked numerically with chalk on the pavement. Please be considerate of each other and only use the space provided.

*****If you need additional space, you MUST pay for 2 booth spaces.**

We try to meet specific location requests, but booths are assigned based on electrical and logistical needs. Once assignments are made, no one will be moved unless there is a dire emergency because locations have been selected according to many factors. Therefore it is Most Important that you reserve 2 spaces if your food trailer, craft tent, Information Booth, Activity Booth, etc. Will not fit into a 10'x20' space.

NO EXCEPTIONS—WE MUST BE FAIR TO EVERYONE

We do limit the number of item duplications on a first-come/first-served basis (so that we don't have ten booths selling widgets) therefore it is important that you get your registration in quickly to have first chance at your chosen items.

Booth location reservations will not be accepted without payment of fees.

TRAFFIC:

The square will be blocked at 12 p.m. on July 6th for vendor setup. We cannot guarantee traffic control or any assistance prior to this time. **The square will be blocked off by the Regions Bank drive-thru exit on Davis Street and vendors will only be allowed in and out of the entrance in front of Carroll EMC.** After unloading, please park your vehicle behind Regions Bank. **Don't wait until you've finished your set up. You will be blocking someone else's access to their space.**

SETUP:

- Upon arrival, report to the Chamber booth located in front of the Chamber office located at 164 Davis Street (Next to Loco Mex) *****NEW LOCATION**
- Vendors must provide their own tables, chairs, pricing list (especially for food/drink vendors), and freestanding tents.
- Those needing electricity must provide an extension cord NO MORE THAN 50 FT. and no smaller than 14/3 with ground and power strip. **Booths are limited to 2 appliances plugged in at any one time.**

You are encouraged to use gas grills and other non-electric cookers when possible.

- A trashcan for use in your booth is also suggested. We will provide large trashcans scattered around square for general public.
- All Booths should be set up and ready to sell by 5:00 p.m.
- Sales and handouts must be made from your booth. Walk-around sales and handouts are not allowed.

Due to safety concerns:

ALL BOOTH'S and VENDOR'S MAY REMAIN SET UP UNTIL 11:00 PM. VENDORS MAY CONTINUE SELLING AFTER FIREWORKS ARE OVER. SummerFest 2019 will conclude after the Street Dance at 11pm. You may leave during the fireworks, but need to have vehicles off the square when fireworks conclude. If you leave between 9:45pm—11pm, during street dance, you must cart away your items to the parking area. No vehicles will be allowed on the square until after 11:00pm, except during fireworks.

We appreciate your participation in the **2019 SummerFest** and welcome your comments and suggestions to help us improve next year.

SummerFEST 2019 Celebration
Saturday, July 6, 2019
Vendor Registration Contract

Non Profit Rate: \$60.00

For Profit Rate: \$100.00

Name of Organization _____

Name of Contact Person _____

Address _____

Telephone _____ E-mail _____

Type of Vendor/Booth (describe in detail **ALL** items to be sold, activity to be performed or information to be given out):

Type and Number of Booths to be reserved:

Food Booth _____ Craft Booth _____ Information Booth _____ Activity Booth _____

Booth is a: () Tent () Trailer (Size: _____) () Other (Describe: _____)

Are you a returning vendor? () Yes () No Would you prefer the same space? () Yes () No

Describe any cooking equipment you will use on site (pull-behind grill, smoker, oven, etc) and **type** of heat:

_____() Gas () Electric () Charcoal () Gas

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For any electrical appliances, please state your electrical needs:

Name and amps of each electrical appliance to be used: (LIMIT 2 PER BOOTH)

1. _____ () 110v () 220v () Propane generator

2. _____ () 110v () 220v () Propane generator

Will you also be lighting your booth? () YES () NO

⇒ **NO PETS WILL BE ALLOWED**

The Heard County Chamber of Commerce does not control the pricing of products at any Chamber event. We allow the free market system to guide the prices set by vendors. We do ask that vendors not give products away. This will be strictly enforced.

I have read the *SummerFest letter* of procedures and regulations and agree to abide by all regulations specified by the Heard County Chamber of Commerce. I understand and agree that the Heard County Chamber of Commerce has used due diligence in providing adequate access and services for this event and is not responsible for any loss of sales or revenue, is not responsible for any electrical failure, and is not held liable for any weather-related cancellations, accidents, sickness or crimes resulting during my participation in this event.

Signed: _____ **Date:** _____

ONLINE REGISTRATION AND PAYMENT IS AVAILABLE AT www.heardchamber.com

OR you may return this signed registration contract with any applicable fees to HCCOC, P.O. Box 368, Franklin, GA 30217 no later than Friday, June 21, 2019.

Office Use Only:

Date Received _____ by: _____ Amount Received \$ _____ Booth No. _____