

Smith River Fest 2012

What: An annual festival celebrating outdoor recreation

When: Saturday, August 11th, 2012 from 10 am to 4 pm

Where: Smith River Sports Complex, 1000 Irisburg Rd., Axton, VA

Vendor Application

Please read all vendor rules & regulations carefully before mailing this form. You will be expected to abide by them.

Name: _____

Company/Group Name: _____

Address: _____

Home #: _____ Work #: _____ Cell #: _____

E-Mail: _____

Detailed description of your product:

*Booth Rental is \$25.00 per 10x10 space; additional spaces to expand your booth are \$10.00 each.
(There is no charge for 501(c)3 non-profit organizations that are not selling items)*

___ Please reserve one 10x10 commercial booth for me at \$25 and ___ additional spaces at \$10 each.

___ Please reserve one 10x10 non-profit booth for me; I have enclosed proof of 501(c)3 status.

Total Booth Fee enclosed: _____ Please make checks payable to: Henry County Park & Recreation

All Vendors Must Sign Below

Vendor agrees that participation in Smith River Fest is entirely at own risk and assumes total responsibility for accidents, damages and other claims that result from or during their activities in Smith River Fest or in transit to/or from the event, whether such occur to the owner or third parties. Owner understands that the Smith River Fest Planning Committee, the Smith River Sports Complex or Henry County does not assume any responsibility for such liabilities, and Owner agrees to release and hold the committee, Henry County and the Smith River Sports Complex harmless. Signature of owner denotes that the vendor has read and agrees to the above terms set for the 2012 Smith River Fest. Violation of any of the above rules may result in disqualification from participation in future festivals.

Signature

Date

Printed Name

Please sign & mail this form along with your check/money order to: Henry County Park & Recreation, PO Box 7, Collinsville, VA 24078. Deadline for booth application is August 3, 2012. For questions contact: Roger Adams at 276.634.4640.



Vendor Rules & Regulations

1. Vendors will be approved (via application) by the festival committee. Applications will be accepted through August 3, 2012.
2. Vendor fees may be paid by check or money order and must accompany all vendor applications. (See application for fee schedule). If application is received without payment, it will be returned. **No refunds after June 30, 2012.**
3. Booth Sizes are 10' x 10' (see application for fee schedule); vendors must provide their own booth materials, i.e. tent, tables, chair(s), etc.
4. Vendor set-up time and unloading is from 7 am to 9 am. Vendors may drive their vehicles into the festival area to unload. Vendors must then immediately remove the vehicle from the festival area and park in the designated parking area(s). Booths must be set up by 9:30 a.m.
5. All vendors must stay the entire time the festival is open.
6. No items will be sold that are deemed to be obscene, controversial, dangerous or illegal, including fireworks. (Vendors will be removed immediately) This is a family oriented event; all booths will be in good taste.
7. Vendors must pick up all garbage in their area before leaving. Trash cans and recycling bins will be provided as well as trash pickup (from these receptacles). **Please clean up your area.**
8. Booths must be taken down and removed from the festival no later than 5pm on the day of the festival.
9. Use of alcohol and illegal drugs will not be allowed or tolerated on festival premises, with exception of approved wine vendors.
10. Spaces are assigned by the festival committee, we cannot guarantee that a vendor will be assigned the specific space and/or area requested.

Additional Regulations for Food Vendors

- All food vendors must have overhead protection i.e. tent or canopy.
- All food vendors must apply for a permit through the Virginia Department of Health within 10 business days of the event.
- Food vendors using an open flame or any cooking equipment must furnish their booth with a working fire extinguisher.
- No duplication of main dish items for food vendors will be allowed: i.e. Hotdogs, Hamburgers, BBQ, etc. nor duplications of popcorn, cotton candy, sno-cones, etc.
- Vendor product must be specified on the application. In case of food duplications, please list your second & third choices. If your first choice is not granted, only then will you be notified.
- **No glass or Styrofoam containers will be allowed** (for customer use) in the vending areas. i.e. plates, drink cups, etc. Vendors must furnish paper or plastic items for customers to eat/drink from.