

2018



OFFICE USE ONLY:
Date Recv'd: _____
Check#: _____
Amount: \$ _____
Space#: _____
YEAR: _____

Vendor Application Form
Please read Vendor Agreement and Application carefully.

Name: _____

Business: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell Phone: _____ E-mail address: _____

Number of spaces needed: _____

Vehicle Tag number(s) (Homeland Security Requirement) _____

Description of Booth or Activity: (Food Vendors- All menus must be approved)

(Pictures of Activity/Set up and proof of liability insurance must accompany application for Games/Activity Vendors)

Type of Vendor (Check one): Commercial Craft Food (MSD Member) Food (Non-Member)
Direct Sale Non-Profit Political Games/Activity

Type of Electrical needed: 30 amp _____ 50 amp _____ 110 _____ 220 _____

Water: YES NO (Vendor provides hoses. You MUST arrive early or water WILL NOT be provided.)

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Payment Method: Check Money Order

No Post Dated Checks. Make Checks payable to: MainStreet Dayton 107 Main St. Dayton, TN 37321

Vendor Fee MUST accompany application or vendor will not be considered for our event.

**** There will be no refunds issued for ANY booth space****

I have read the PumpkinFest Vendor Agreement & Application and agree to the terms.

The PumpkinFest Committee, MainStreet Dayton officers and/or directors, and all representative property owners will not be held liable for damage of judgments that may be suffered by entrant, participant or spectator to his person or property and agree to indemnify the aforesaid parties against any losses, liability, expense or payment resulting from any such injury to person or property.

Signature: _____ Date: _____



Vendor Agreement

DATES- Vendors must set up on **Thursday (Oct. 25th)** and will be open for business **Friday (Oct 26th)** and **Saturday (Oct 27th)**. Vendors are to be present both days. Games and Activities vendors are to be present on Saturday. **Deadline for entries is Friday, Oct. 12th** or until all booths are reserved, whichever occurs first.

LOCATION- The central location for the festival is the downtown area of Dayton. Absolutely no motorized vehicles will be allowed to remain in the vending area or the parking spaces around the courthouse. The Courthouse lawn will be open for business on Friday. This is an outdoor event so please prepare accordingly.

FOOD VENDORS- The food vendors will be located on 2nd Avenue, as in years past. The set-up area is on the street and therefore you must be prepared to set up on the pavement and **ALL FOOD VENDORS WILL BE REQUIRED TO HAVE GROUND COVER AND FIRE EXTINGUISHERS**. The ground cover can be roofing felt, or a type of mat. You will be covering the ground area of the entire booth. **(NO STAKES ALLOWED ON PAVEMENT)**. **ALL FOOD VENDORS** must provide a detailed description of the food/menu you want to bring. Food vendors will not be allowed to bring items not listed and approved by the festival. The Tennessee Department of Health will be on site for inspection Friday morning.

- **\$225 for a 12x12 space with water and electricity provided** (please indicate on the application). You will serve from the front only, not any other side. If additional space is needed you will be required to purchase the additional space. If you plan on having any type of enclosed trailer or wagon type vending please note the space size, and allow for the doors and tongue. *(This fee is only \$100 for MSD Members)*

DIRECT SALE, RESALE, CRAFT, NON-PROFIT and POLITICAL Vendors- The non-food vendors will be located on the Rhea County Courthouse lawn, as in years past. Vendors will not be able to drive any type of stake in the lawn due to our irrigation system.

Vendors will be required to secure their tents, tables, etc. with weights. You must stay within your allotted area.

- **\$125 for a 12x12 space with electricity provided** (please indicate on the application). Please note you are renting "real estate". You **MUST** provide your own tables, chairs, tent, extension cords, etc. If additional space is needed, you will be required to purchase it. The Tennessee Department of Revenue will be on site for tax purposes. *(This fee is only \$50 for MSD Members)*
- **\$25 for NON-PROFIT** *(Free for MSD Non-Profit Members)*

GAMES/ACTIVITIES VENDORS- **Entrance fee will be 20% of total gross sales.** There will be **NO** food sales in the children's area. A copy of your liability insurance must be submitted with your application. Participant will be responsible for Tennessee Sales Tax remittance. The children's area is open for business on Saturday from 10 AM till dark. You are welcome to open on Friday evening if you wish.

BOOTH SPACE- Booth spaces will be assigned on a first come, first served basis. **Spaces are limited.** All spaces will be assigned by the committee and will be **FINAL**. We will be following strict guidelines. **THERE WILL BE NO REFUNDS.**

RULES & REGULATIONS-

- No alcoholic beverages allowed; for sale or personal use
- No selling of food or drinks in the craft vending area.
- You must stay within your assigned space.
- You may not lower your prices for "end of day" sales. You are permitted to adjust your price to match other vendors, but no undercutting in prices.
- No giving away food or drinks (sodas) in a direct sales/resale vendor booth.
- Must provide a cell phone # and email address for communication purposes (see application).
- The Festival only accepts one vendor of each type of items (such as only one Tupperware vendor, one Avon vendor, etc.). We will not duplicate, so it is first come/first served.
- For Craft vendors- items to be sold must be made by the vendor and be appropriate for a family event.
- Craft vendors must send 3 photos of your craft. If you want the photos returned, please provide a self-addressed, stamped envelope.

ACCEPTANCE- Upon acceptance, you will receive a confirmation card. If you are not accepted you will be notified and your check will be returned. Confirmation packets will be sent between October 15th-19th via EMAIL. The confirmation packet will include a parking pass with your booth number, a map of the vending area, instructions on setup time, and directions to Dayton. If you have any questions, please call MainStreet Dayton at (423) 775-9847.