



## Vendor Application/Agreement Heritage Day, Masonic Complex, June 2, 2018

**Deadline:** April 8, 2018

**Location:** Masonic Complex and nearby Venues, 513 Church Street, Clifton Forge, Virginia 24422

**Fees:** \$40.00 payable to CFMS –AH Heritage Day Festival

**Vendors must adhere to the following:**

1. No bottled drinks or carbonated beverages may be sold during Heritage Day. The Heritage Day Festival Committee uses sales of these products as a fundraiser for the next year's event.
2. Booth size is 150 Sq. ft. and placement is determined by the Heritage Day Planning Committee. If you need more space, please contact us to discuss a larger space [cfmainstreet@ntelos.net](mailto:cfmainstreet@ntelos.net). Fees must be paid with application and prior to booth assignment. Vendors will be assigned a space and required to set up within their designated space. Booth assignment/placement will be provided to you at the Heritage Day entry booth. Heritage Day is a rain or shine event. No refund of fees for weather.
3. All equipment and furniture is provided by the vendor. A limited number of electrical outlets are available. Please include a request for electrical with this application. There will be a modest charge for the outlet if available.
4. Signage identifying the organization sponsoring the booth and the products and prices should be posted so that they are easy to read by the visitors to Heritage Day.
5. All waste from the vendors' booth must be cleaned up and recycled by the vendor or placed in garbage receptacles.
6. It is the responsibility of vendor: *a. To obtain any license(s) required b. To comply with any applicable local and/or state regulations relating to the preparation and/or sale of food items at a charitable event.* Vendor is responsible for any local taxes related to the sale of food or products. A submittal form from the town will be provided to vendors upon approval of the vendor application.
7. Only vendors whose products are consistent with our mission to highlight the music, food and lifestyle of our Alleghany Highlands heritage, will be accepted.
8. **Please complete the following information.**

Vendor Name \_\_\_\_\_ Contact person \_\_\_\_\_

Phone, Cell: \_\_\_\_\_ email \_\_\_\_\_

Address \_\_\_\_\_

List items you plan to sell \_\_\_\_\_

I understand and agree to follow the requirements outlined above.

Signature \_\_\_\_\_