



***Gibson County Golden Heritage Days Festival
September 20, 21, 22, 2019
Princeton, Indiana***

Payment must accompany the application to guarantee your space request.
Reservation of location is solely at the discretion of the
Gibson County Chamber of Commerce/Festival Organizer.

There will be NO Refunds

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Application for Space

Name of Organization: _____

Address: _____
City State Zip

Telephone: () _____ **E-Mail:** _____

Type of merchandise to be sold: _____

Name of person responsible for booth: _____

Address: _____
City State Zip

Telephone: Home () _____ **Work** () _____

Personal E-Mail: _____

Booth Requirements (ie, electricity, special amps, non-electric): _____

Yellow highlight indicates changes

SPACE SIZE: When figuring your space size, you must allow for your tent, guide ropes, awning, trailer hitch, etc. on all four (4) sides as it must fit into your rental space. If you exceed your rented area into another vendors rented space, you will be asked to move/remove what has extended into that space. There will be NO EXCEPTIONS and you may be asked to pay for additional space as it is required. **Booths must maintain a minimum of Three (3) feet space between edge of booth and sidewalk.**

SPACE RESERVATION: Please indicate category & number of spaces needed

Pay 50% of rental by June 15, 2019 to guarantee booth space for the 2019 festival, after June 15th it will be first come first serve basis on booth location.

LOCAL – Gibson County Vendor

• **NON-FOOD**

____ True Crafter (Hand-made crafts)
 One 10 x 20 space ----- \$75.00

____ **Boutique, Antique/Collectable, Informational, Other**
 One 10 x 20 space ----- \$100.00

• **FOOD**

____ **Non-Profit** (Must provide non-profit status)
 One 10 x 20 space ----- \$100.00

____ **For-Profit**
 One 10 x 20 space ----- \$150.00

NON - Gibson County Vendor

• **NON FOOD**

____ One 10 x 20 space ----- \$100.00

• **FOOD**

____ One 10 x 20 space ----- \$150.00

*****ALL Food Vendors must contain their own Gray Water**

*****Each electric space will have to provide their own power strip with surge protector & 100 feet of heavy duty cord. All power used must be protected by a GFI (ground fault interrupter) receptacle. Please see attached guidelines for electrical.**

INSURANCE: Each Festival participant/vendor **MUST** provide a current certificate of insurance evidencing General Liability Insurance and if said participant/vendor has any paid employees, proof of worker compensation before a location for participation will be reserved. The certificate of insurance and worker compensation is mandatory. Festival insurance can be obtained through Act Insurance Program for a nominal charge. Contact the Chamber further information or visit the website at www.actinspro.com

FIRE EXTINGUISHER REQUIREMENTS: All booths are required to provide a minimum 2A-10BC rated fire extinguisher. Each fire extinguisher shall have a tag or label securely attached that indicates the month and year the maintenance was performed and identifies the person performing the service. Fire extinguisher must have been validated within the past 12 months to be current.

SET-UP:

Crafters, Boutique, Antiques/Collectables, Informational, Other:

Set-Up for spaces on courthouse lawn will be Thursday 2-4 pm. There will be **DESIGNATED UNLOADING SPACES**. You will need to unload your items and then required to move your vehicle to allow the next vendor to unload. If you have a tent and wish to set that up earlier in the day please call the Chamber to make those arrangements in advance.

Food & Non-Food Vendors with Trailers:

Will be required to set-up on Thursday from 4:30-9:00 pm. To ensure electrical service hook-up, you must arrive before 8 pm on Thursday. Sidewalk frontage is the 10 foot side of rented space. Failure to communicate in advance that you require other accommodations will not guarantee you the appropriate space needed. **Your trailer, awning, guide ropes, tent and hitch must fit into the 10x20 space in which you have rented and not infringe on your neighbors rented space. You must also leave a 3-foot distance between the edge of the booth and sidewalk.**

Set up may also begin after 9:00 pm on Friday Night and must be completed by 8:45 a.m. on Saturday morning. Vendors leaving the festival early may not tear down until after 9:00 pm on Friday & Saturday nights and no earlier than 5 pm on Sunday. If a vendor stays until closing at 5:00 pm Sunday we will refund \$20.00 of the booth rental by mailing it to the address on the application.

Items should be Handmade, Homemade, Antiques/Collectables, New Boutique Items. **Absolutely NO used clothing or flea market items can be sold as merchandise during the festival.**

PARKING:

AFTER SET-UP-Parking is forbidden on Broadway Street. There is ample parking available to all vendors/staff in various City parking lots. After the beginning of the festival, Hart & State Streets will be barricaded off and barricades must be honored. This is for the safety of all festival attendees. **Absolutely NO VEHICLES will be allowed inside of barricades during the festival.**

CLEAN UP:

Each Vendor will be responsible for their own clean up. All food vendors must furnish waste disposals to be emptied into the large trash bins that will be provided & not the festival barrels. **ALL Food Vendors must contain their own Gray Water.**

STRUCTURES: Permanent type structures, i.e. small barn-like buildings, trailers, cars, etc. must be placed on pavement so the Courthouse lawn will not be damaged. These structures must be in place Thursday night. This will prevent maneuvering of such equipment into tight spots on Friday.

VIOLATION OF CONTRACT: The Gibson County Chamber of Commerce do hereby reserve the right to ask the above applicant to leave the festival in the event the applicant violates any provision of this Agreement and/or the laws of Gibson County, State of Indiana, or of the United States. The applicant will not be refunded the price paid in advance for space rental or deposit.

RESERVED SPACE: The return contract, as marked by the Gibson County Chamber of Commerce, will serve as your indication of the location of your reserved space/s.

Failure to comply with these regulations can result in a loss of deposit and/or not receiving an invitation for the next year.

Amount of check or money order enclosed \$ _____

I would like to remain located in the space I occupied in 2018: Yes _____ No _____

If no, please explain: _____

Dated: _____

Signed: _____

Return to:
Gibson County Chamber of Commerce
Attn: Heritage Days Festival
202 E. Broadway
Princeton, IN 47670
Email – office@gibsoncountychamber.org
Fax: 812.385.2134

Member of



Festival Hours –
Friday 9 am to 9 pm
Saturday 9 am to 9 pm
Sunday 11 am to 5 pm

**Vendors must be open no later than
11:00 am on Sunday**