

Hartford Harvest Festival

116 E. Washington Street, Hartford, Kentucky 42347
Phone: 270-298-3612

October 5 & 6, 2018

(every first weekend in October)

Vendor Application Form

All prices based upon two day participation.

RULES

Setup space will be approximately 10' x 10', unless otherwise specified. Tents and canopies are permitted within the space. If your setup is any larger than this, you must purchase an additional space (if available). Most space numbers will change each year. Spaces are assigned on a **first come, first served** basis as applications are received. Please do not call for your space number until Wednesday before the festival. You cannot change your assigned spot on your own. Consult with the Festival Committee on any issues. The Harvest Festival Committee and/or City of Hartford reserve the right of placement for all vendors to ensure the success of the festival. The Festival Committee cannot guarantee your product or service will not be sold by another vendor at the festival.

All vendors should be set up no later than 10:30am Friday morning. We encourage you to set up on Thursday evening. Festival Committee members and/or City of Hartford personnel will be on hand until 7:00pm on Thursday evening. Please consolidate what you will be bringing to the festival into one vehicle per day. We must ask your cooperation in doing this to alleviate congestion during setup times. Roads will be blocked to traffic and, absent emergencies and access for employees, no vehicles will be allowed in the festival area after the start of the festival until it is completed on Saturday night. Please notify Festival Committee members if you must leave prior to the end of the festival.

All spaces must be cleaned up by vendors following the festival. If any vendor leaves either their stand or cooking oil/grease they will not be allowed back to the festival and will be assessed a fee to clean the space.

- Application deadline for vendors is September 29, 2018.
- Payment in full is due with your application. You will not be permitted to set up unless your fee is paid in full. Participation will be denied for anyone submitting a NSF (nonsufficient funds) check.
- No rain date the festival is held rain or shine.
- No refunds will be given.
- Anyone selling a food product must meet all applicable health department requirements
- Electric spots are limited. Power will be available on a first come, first serve basis. Electricity needs must be indicated on your application and you must supply your own heavy duty cord. You should come prepared in case of a power outage.
- The festival committee and/or City of Hartford reserves the right to reject any application.
- Incomplete applications will be refused.
- The City of Hartford and/or Hartford Harvest Festival committee are not responsible for any lost or stolen items.

PLEASE SEND COMPLETED APPLICATION WITH CHECK OR MONEY ORDER PAYABLE TO:
Hartford Harvest Festival, 116 E. Washington Street, Hartford, KY 42347

Hartford Harvest Festival

116 E. Washington Street, Hartford, Kentucky 42347
Phone: 270-298-3612

Indicate requested booth type:

Early Bird Fees (by or on August 1st):

- Electric Space \$30.00
- No Electric: \$25.00

Standard fees (after August 1st):

- Electric Space \$35.00
- No Electric: \$30.00

Number of booths: _____

(Multiply fee for number of booths requested and submit with application. Subject to availability.)

***** NO REFUNDS. APPLICATIONS SUBJECT TO APPROVAL BY FESTIVAL COMMITTEE*****

NAME OR GROUP: _____

STREET ADDRESS: _____

CITY, STATE, ZIP: _____

CONTACT NAME: _____

CONTACT EMAIL: _____

CONTACT PHONE: _____

DESCRIPTION AND LIST OF ITEMS TO BE SOLD: _____

*****LIMITED ELECTRICITY – PLEASE CALL 270-298-3612 FOR AVAILABILITY*****

MY SIGNATURE ON THIS APPLICATION INDICATES THAT I HAVE READ AND UNDERSTAND THE PROVISIONS OUTLINED BY THE CITY OF HARTFORD AND HARVEST FESTIVAL COMMITTEE. I AGREE TO CONFORM TO THE RULES AND REGULATIONS SET FORTH. I UNDERSTAND ANY VIOLATIONS OF THE RULES AND/OR REGULATIONS MAY RESULT IN EXPULSION FROM THE FESTIVAL AND NO REFUNDS WILL BE ISSUED.

SIGNATURE: _____ DATE: _____

HARVEST FESTIVAL COMMITTEE USE ONLY

Application Receipt Date: _____

Booth Assignment: _____

Fee Amount Received: _____