

# LOCUST GROVE DAY 2020 VENDOR APPLICATION

Saturday, April 18, 2020

99 Frances Ward Drive, Locust Grove, GA 30248

Please review and sign guidelines on reverse.



Name: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Type of Exhibit or Craft: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Cell phone #: \_\_\_\_\_

Notes/Other : \_\_\_\_\_

Will you be bringing a generator?  YES  NO

Is your organization a 501c3 approved non-profit?  YES  NO

Would you like to sign up for our monthly e-newsletter to get updates on future events and activities?  SIGN ME UP!  No, thanks.

Please make checks payable to "Locust Grove Events Committee" and mail to P.O. Box 900, Locust Grove, GA 30248 ATTN: Vendors, or email application to [aogg@locustgrove-ga.gov](mailto:aogg@locustgrove-ga.gov) with check or cash sent via mail. Please submit a sample photo of your booth along with application and payment. Payment is required in order to reserve a space.

All Vendors who submit an application and fee will be emailed a confirmation. Assigned space numbers and map will be delivered via email on **Friday, April 10**. We are not responsible for duplicate vendors .

**NOT VALID UNLESS SIGNED ON REVERSE**

<b>For office use only:</b>		
Date received: _____	Space assignment #: _____	
Received by: _____	Approved / Denied / Wait-list	Date: _____
Other: _____	Payment received/method: _____	
_____		

## GENERAL VENDOR AND EXHIBITOR GUIDELINES

- The Locust Grove Events Committee is not responsible for any goods or person(s) during the event.
- Given that weather conditions during the event are safe, Locust Grove Day is a rain-or-shine event.
- The fee is \$25 for a 10x10 booth. If you need more space, vendors may purchase two booths.
- **NO YARD SALE ITEMS ARE PERMITTED!** Refurbished items such as "shabby chic" and re-purposed one-of-a-kind items may be sold.
- All products must be crafts, handmade/homemade/homegrown items, unique decor, or other **ORIGINAL** items. No booths selling or promoting mass-produced merchandise will be accepted. (i.e. name brand cosmetics, jewelry, or supplement consultants/representatives)
- The sale of live animals is not permitted
- The sale of weapons is not permitted
- Pets are prohibited at the event.
- The exhibit area must be left clean when the event is over.
- Vendors must furnish all needed equipment and supplies. Booths must be set up and all vehicles removed from the exhibit area by 9:00am. Booths may be taken down and removed any time after 2:00pm.
- The Locust Grove Events Committee cannot be held responsible for any duplication of items sold or exhibit booths.
- All booths require pre-approval. This will be on a first come-first serve basis. You must submit a photo of your items or exhibit. You may email photos to [aogg@locustgrove-ga.gov](mailto:aogg@locustgrove-ga.gov).
- No electrical power is available, but you may bring a generator with prior approval.
- Any cancellations after April 10th will not be refunded their fee.
- Vendors may specify space preferences. All request must be submitted in writing on this application in the "Notes" section. We do our best to honor requests, but do not guarantee any specific booth space or location.
- Vendors/exhibitors will be arranged according to type, generator use, and space considerations. After the final layout is set, vendor spaces are non-negotiable with the exception of extreme circumstances.
- **Vendor space assignments will be sent via email on Friday, April 10th.**
- The Locust Grove Events Committee /City of Locust Grove reserves the right to remove any vendor, participant, or visitor from the event without refund.
- Vendors may begin set up on the evening of April 17, however, vendors do so at their own risk. No security will be provided overnight.

## GUIDELINES SPECIFIC TO FOOD VENDORS

- **Food Vendor Fee is \$50.00 for a 10 x 20 space**
- In order to maintain The quality of the event, The Events Committee reserves the right to restrict the total number of food vendors, as well as the number of vendors offering any given food product. (i.e. limited numbers of vendors for BBQ, tacos, hamburgers, etc.). Only three of any given type will be permitted.
- Food Vendor space is very limited, and available on a first-come first-serve basis. Those who apply after the maximum is reached will be placed on a wait-list, and will be notified in the event of a cancellation, in the order that their application was received.
- If payment is not received within 7 business days after application, the vendor space will be forfeited, and offered to the next applicant on the wait-list.

### Waiver Agreement

I do hereby release, acquit, and forever discharge the Locust Grove Events Committee and the City of Locust Grove, GA, its agents, servants, successors, assigns, and all other persons, firms, corporations from any and all actions, causes of action, claims, damages, costs, loss of service, expenses, and compensations, which I may accrue, arising out of any events taking place April 18, 2020 or otherwise connected with the 2020 Locust Grove Day. This release extends and applies to, and also covers and includes, all known, unforeseen, unanticipated, and unsuspected injuries, losses, and liability and the consequences thereof on the grounds of the City of Locust Grove during the Locust Grove Day event. I understand that any violation of the terms of the application or the instruction of the rules and regulations set forth by the Locust Grove Events Committee and the City of Locust Grove, GA, Locust Grove Day event and its elected staff, may result in the rejection of any future application submitted. I have read and fully understand the release agreement as stated above; I have read the rules and regulations as stated and agree to abide accordingly.

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Please print applicant's name

Date

Signature of Applicant