



## 2024 PUMPKIN DAZE FALL FESTIVAL VENDOR BOOTH GUIDELINES

<b>Event Dates:</b>	<b>October 4 &amp; 5, 2023</b>
<b>Location:</b>	<b>J.R. Martin Park</b>
<b>Festival Hours:</b>	<b>Friday, October 4 12:00-6:00 PM</b> <b>Saturday, October 5 8:00 AM-6:00 PM</b>
<b>Booth Fee:</b>	<b>\$75.00 (One Space: 12' x 12')</b> <b>\$135.00 (Two Spaces: 24' x 12')</b> <b>\$175.00 (Three Spaces: 36' x 12')</b>
<b>Registration:</b>	<b>republicpumpkindaze.com</b>
<b>Contact:</b>	<b>vendors@republicpumpkindaze.com</b>

### VENDOR BOOTH GUIDELINES

- Booth Rental Fees & Size Options:
  - \$75.00: One Booth Space (12' x 12')
  - \$135.00: Two Booth Spaces (24' x 12')
  - \$175.00: Three Booth Spaces (36' x 12')
- **You MUST purchase adequate space for your trailer, food truck, canopies, etc.** Trailers must consider tongue length when reserving a booth space. Trailers longer than 10' will require two or more spaces.
- Booth Applications will be accepted until September 1st, 2024, or until booth spaces are filled. Limited space is available - **submitting your application does not guarantee a booth space.**

- Payment is due upon approval. A Pumpkin Daze Committee member will be in contact with you regarding approval status.
- If a vendor must cancel their booth space(s) before September 1, a full refund will be issued to the vendor. If a vendor must cancel their booth space(s) after September 1, NO refund will be issued to the vendor.
- We DO NOT limit the number of direct sales booths, for example: Avon, Scentsy, Pampered Chef, etc. We will do our best to place these types of vendors in different areas of the park, but it is not guaranteed due to the number of vendors at this event.
- Set-Up Times: Set-up will take place Thursday evening and/or Friday morning ahead of the event. We will have a security vehicle on site that evening, but there is no guarantee that your things will be secure. Please see your setup time options below:

**Thursday, October 3: 5:00 p.m. - 7:00 p.m.**

**Friday, October 4: 8:00 a.m. - 11:30 a.m.**

- Teardown Time: Booths must be down by 8:00 p.m. on the final day of the event.
- Electricity will NOT be provided to any booth space. Vendors needing electricity must supply their own generator. All generators must be 70 decibels or less in consideration of neighboring vendors and event attendees.
- Vendors will NOT have access to running water. It is the responsibility of the vendor to supply their own water needs.
- Food vendors must submit their full menu at the time of reservation. All food vendors will be notified of board approval to attend the event.
- Republic Pumpkin Daze Committee has the exclusive right to sell bottled water at the event. Vendors are not authorized to sell bottled water.
- Greene County Health Dept. Food Fee is separate. Check online with the Health Dept.
- Food Concessions MUST have fire extinguishers on site. Generators are on permission only and must be 70lb or less.
- Republic Pumpkin Daze reserves the right to all sales of bottled water.
- NO ANIMALS of any kind can be offered as a prize.

- NO VEHICLES of any kind, including skateboards, within the festival borders.
- ALL TRASH MUST BE CLEANED FROM YOUR LOCATIONS BEFORE LEAVING.
- Vendors failing to comply with the trash rule will be asked to leave, forfeit their booth rental, and will not be allowed to participate in future festivals.