



River Town Festival

July 14, 2018

10 am-6 pm

Hiwassee Meadowland Park-Calhoun TN

Application & Vendor Agreement

(Please note...we are adding additional booth spaces inside the fenced ballfield area to expedite Friday afternoon and Saturday morning setup)

- Vendor Fee (non-refundable):

\$25 for Commercial food vendors (see next bullet about food vendor exclusions)

\$25 for booth space with sales

\$10 for Informational booth (no sales)

Make checks payable to City of Calhoun and mail to City of Calhoun, P.O. Box 115 Calhoun TN 37309

Please note on your check it is for a River Town vendor. Application and payment are due by July 2, 2018.

- No yard sale, flea market vendors, or concession food vendors will be permitted. Food vendors may not be the same as the Festival's Concessions. You may email citymanager@calhounrivertown.com to find out if your product is allowable.
- Allotted vendor space is a 12 x 12 area unless approved otherwise by Festival Committee. Vendors must supply their own tables, chairs, and tent if desired. Limited electricity will be provided, but must be requested.
- The event will take place rain or shine.
- Vendors must first check in at registration table then be set up and ready for business by 9:30 am, including moving vehicles to a parking area. Registration opens at 7:30 am. You may set up on Friday, July 13 after 3 p.m. Overnight security will be provided.
- Booth locations will be determined in advance.
- River Town Festival Committee reserves the right to limit the number of vendors selling the same items. Only one direct sales consultant per company will be permitted (Pampered Chef, Tupperware, etc.) You may email to find out if your company is already being represented.
- Festival coordinators and volunteers will not be held responsible for lost, stolen, or damaged property of any kind. Please secure your own space and goods.
- To keep the grounds pleasant and presentable, all vendors are required to keep their space clean and free of trash. Trash containers will be provided throughout the Meadowlands Park.
- In keeping with the community values of Calhoun and this festival, the River Town Festival Committee reserves the right to take down any display of objectionable material or remove vendors whose conduct is disruptive. No refund is provided if vendor or content is removed from the event due to violation of this agreement.

- Application & Vendor agreement and payment deadline is July 2, 2018. We must have this before you set up. This may be mailed or submitted online. By signing below, I agree to the terms and conditions listed in this vendor and application agreement.

Vendor Name and Responsible Party

Signature and Date

Vendor Name and Responsible Party:

Address:

Contact Number:

Email:

Website if applicable:

Vendor Category:

Commercial Food Vendor \$25

Regular Vendor \$25

Informational Booth without sales \$10

Electricity needed

Give a brief descriptions of the items you plan to sell.

_____ I need space larger than 12x12. Requested space and explanation:

By signing below, I agree to the terms and conditions listed in this vendor agreement.

Vendor Name and Responsible Party

Signature and Date

Mail payment to: City of Calhoun P.O. Box 115 Calhoun, TN 37309 or deliver to Calhoun City Hall