

DECATUR TN FALL FESTIVAL

CRAFT/FOOD VENDOR RULES & REGULATIONS

OCTOBER 4, 2008

DUE TO THE EXCEPTIONAL RESPONSE TO OUR 1ST ANNUAL FALL FESTIVAL, THE CHAMBER OF COMMERCE HAS SET SOME GUIDELINES FOR OUR 2008 FESTIVAL. THE GUIDELINES LISTED BELOW WILL ONLY HELP MAKE THE FESTIVAL FLOW MORE EFFICIENTLY AND HOPEFULLY, KEEP THE FESTIVAL AREA LESS CONGESTED. WE LOOK FORWARD TO HEARING FROM ALL VENDORS INTERESTED IN ATTENDING OUR FESTIVAL IN 2008.

1. THE FESTIVAL WILL BE LOCATED ON MAIN STREET AND ABEL AVE, DECATUR TN.
2. HOURS OF FESTIVAL: 11AM UNTIL 5:30 PM
3. ALL VENDORS WILL BE APPROVED (VIA APPLICATIONS) BY THE FESTIVAL COMMITTEE. (APPLICATIONS WILL BE ACCEPTED AFTER JULY 1, 2008 THRU SEPTEMBER 15, 2008)
4. A CHECK OR MONEY ORDER MUST ACCOMPANY ALL VENDOR/CRAFT APPLICATIONS. (SEE APPLICATION FOR FEE SCHEDULE)
5. VENDOR/CRAFT APPLICATIONS DATED AFTER AUGUST 15, 2008, MUST BE PAID WITH A MONEY ORDER OR AN OFFICIAL CHECK FROM YOUR BANK.
6. VENDOR/CRAFT APPLICATIONS WILL NOT BE ACCEPTED AFTER SEPTEMBER 15, 2008
7. NO REFUNDS AFTER SEPTEMBER 1, 2008.
8. SPACE SIZES ARE 10X10 AND 10X20. 10X20 WILL REQUIRE A DOUBLE FEE. (SEE APPLICATION FOR FEE SCHEDULE) THERE WILL BE A VERY LIMITED AMOUNT OF 10X20 SPACES AVAILABLE.
9. NO DUPLICATION OF MAIN DISH ITEMS I.E. HOTDOGS, HAMBURGERS, BBQ, POLISH SAUSAGE, ETC. WILL BE ALLOWED OR DUPLICATIONS OF POPCORN, COTTONCANDY, SNO CONES.
10. ALL BAKED GOODS WILL BE ALLOWED. EX: FRIED APPLE PIES, CAKES, COOKIES, CUPCAKES, ETC. (YOU MUST STILL LIST YOUR ITEM(S) ON THE APPLICATION). ALL BAKED GOODS MUST BE INDIVIDUALLY WRAPPED.
11. VENDOR PRODUCT MUST BE SPECIFIED ON THE APPLICATION. IN CASE OF FOOD DUPLICATIONS, PLEASE SPECIFY YOUR SECOND AND THIRD CHOICES. YOU WILL BE NOTIFIED WHICH CHOICE HAS BEEN APPROVED.
12. ALL FOOD VENDORS USING AN OPEN FLAME OR ANY COOKING EQUIPMENT MUST FURNISH THEIR BOOTH WITH A FIRE EXTINGUISHER.
13. ALL FOOD VENDORS MUST HAVE OVERHEAD PROTECTION, IE: TENT OR CANOPY.
14. NO GLASS CONTAINERS WILL BE ALLOWED IN THE FOOD VENDING AREAS.
15. VENDOR SET UP TIME: 8AM UNTIL 10:30AM ON OCTOBER 4, 2008. VENDORS MAY DRIVE THEIR VEHICLES INTO THE FESTIVAL AREA TO UNLOAD THEIR MERCHANDISE BUT MUST IMMEDIATELY REMOVE THEIR VEHICLE AND PARK IN DESIGNATED PARKING AREA(S).
16. VENDORS MAY START SELLING THEIR PRODUCT AS SOON AS THEIR BOOTH IS SET UP.
17. ALL BOOTHEES MUST BE OPEN THE ENTIRE TIME THE FESTIVAL IS OPEN. IF VENDOR/CRAFTER RUNS OUT OF THEIR FOOD/CRAFT, THE BOOTH MAY NOT BE DISMANTLED EARLY. DOING SO MAY RESULT IN REMOVING YOU FROM THE VENDOR LIST FOR THE 2009 FESTIVAL.
18. VENDORS MAY NOT DRIVE THRU THE FESTIVAL UNTIL THE FESTIVAL IS CLOSED. DOING SO, **WILL** DISQUALIFY THE VENDOR FROM PARTICIPATING IN THE NEXT YEARS' FESTIVAL.
19. NO ITEMS WILL BE SOLD THAT ARE DEEMED TO BE OBSCENE, CONTROVERSIAL, DANGEROUS OR ILLEGAL, INCLUDING FIREWORKS. (VENDORS WILL BE REMOVED IMMEDIATELY) - THIS IS A FAMILY ORINATED EVENT – ALL BOOTHEES WILL BE IN GOOD TASTE.
20. VENDORS MUST PROVIDE THEIR OWN BOOTH MATERIALS, I.E. TENT, TABLE(S), CHAIR(S), ETC. ONLY THE SPACE WILL BE PROVIDED.
21. VENDORS MUST PICK UP ALL GARBAGE IN THEIR AREA BEFORE LEAVING. TRASH RECEPTACLES WILL BE PROVIDED AND TRASH PICKUP (FROM THESE RECEPTACLES) WILL BE PROVIDED.
22. BOOTHEES MUST BE TAKEN DOWN AND REMOVED FROM THE FESTIVAL AREA BY 6PM ON THE DAY OF THE FESTIVAL.
23. THERE WILL BE NO ALCOHOL, ILLEGAL DRUGS OR TOBACCO PRODUCTS ALLOWED ON FESTIVAL PREMISES (INCLUDING PARKING AREAS).
24. THE FESTIVAL COMMITTEE OF THE CHAMBER OF COMMERCE CANNOT GUARANTEE THAT A VENDOR WILL BE ASSIGNED THE SPECIFIC SPACE AND/OR AREA REQUESTED.

CONTACTS: LISA OLIVER EMAIL ADDRESS: loliver@southeastbank.net

RONDA TUCKER EMAIL ADDRESS: Ronda8R@aol.com (CHAMBER OF COMMERCE PHONE# 423-334-5496)