



2019 TOBACCO & HERITAGE FESTIVAL

*The Logan County Chamber of Commerce Would Like to Invite
You to Set Up at Logan County's Largest Event of the Year...
Our 63rd Annual Tobacco & Heritage Festival's
CRAFT SHOW & FLEA MARKET*

EVENT INFO:

Who: Craft, Flea Market & Direct Sales Vendors
When: Saturday, October 12, 2019, begins at 9:00a and ends at 4:00p
Where: Historic Courthouse off the Square in Downtown Russellville, Logan County, KY.
Contact: Logan County Chamber of Commerce, Hours: Mon-Fri 8a-5p, Phone: (270) 726-2206
Email: megan.paschall@loganchamber.com, Website: www.LoganChamber.com
Attendance: Previous Estimated Festival Attendance is over 25,000!

REGISTRATION & BOOTH INFO:

There is a fee of \$35 per 10'x10' space if your application is received by Fri, August 30th. If received after this date, the fee is \$40 per 10'x10' space. ***You will need to provide everything you need to set up including tables, chairs, displays and tent if desired. Be prepared for all weather conditions as there are NO REFUNDS.*** If you want the same space as last year, please note the space #, or just put "same location" on your application and send in by the deadline. We will do our very best to accommodate any special requests. There is **NO APPROVED ELECTRICITY** available for use in the craft and flea market areas.

SALES TAX:

All vendors must collect 6% Kentucky sales tax. You may include the tax in your price. If you do not have a Kentucky sales tax number, you must collect the tax and place in the tax envelope, which will be provided for you the day of the show.

CHECK-IN, SET UP & TAKING DOWN:

Check-in will begin at 6:00 a.m. ***All vendors must check in on the Courthouse front steps.*** By checking in, you will be assured that you have the correct location to set-up and avoid being moved later. You must be set up and ready for customers by 9:00 a.m. The show is from 9:00a to 4:00p. We ask that you keep your booth up and open until 4:00pm. Taking down early looks bad on the show and the vendors around you. After dropping off your set-up and goods, you will need to move your vehicle asap. All vendors need to park in the Market Square (Family Dollar) parking lot located across the street, behind the Historic Courthouse. ***There is absolutely no parking on Winter Street beside the Courthouse, on 4th Street, or in the Courthouse parking lot during any part of the day.***

REGISTRATION:

Complete the enclosed form and return with your check made payable to the Logan County Chamber. Booth assignments will be on a first come, first serve basis. **You will have first choice on reservation if you want the same spot you had last year, until the deadline of August 30th.** After this date, booths are open to new vendors. Confirmation on space assignments will be sent by late September.

Confirmation letters with location map will be sent by EMAIL. Please make sure application (attached) is filled out completely and legibly. We look forward to having you at our show, once again!

Our volunteers are the greatest...please treat them with the respect they deserve!



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CRAFT SHOW, FLEA MARKET & DIRECT SALES BOOTH

VENDOR APPLICATION

Yes, I will be able to attend the Tobacco & Heritage Festival Craft Show & Flea Market on Saturday, October 12, 2019, in Russellville, KY. I have read and understand the accompanied letter of invitation carefully and agree to abide by all requirements. I also hereby release the Logan County Tobacco & Heritage Festival, the Logan County Chamber of Commerce, and all of its representatives, from any and all damages, loss or cost to person and property resulting either directly or indirectly from the use of the premises and/or from the exercise of the privileges granted by this permit and shall hold from any and all claims resulting there from.

I understand that the cost of each 10'x10' space is \$35 before August 30th and is \$40 if received after this date. I also understand that there will be no access to electricity and that I must provide everything I need to set up on Festival day, including but not limited to tables, chairs, tent and displays, if desired.

My payment for \$ _____ is enclosed to reserve _____ 10'x10' space(s).

Name: _____ Phone: _____

Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Confirmation letters with location map will be sent by EMAIL. Please make sure and fill out legibly.

The Tobacco & Heritage Festival Committee Reserves the right to determine in which area you will be placed, whether it is craft or flea market.

Type of Booth: CRAFT ITEMS FLEA MARKET ITEMS DIRECT SALES/CATALOG

Please list **IN DETAIL** the brand and/or type of arts, crafts, or merchandise you sell:

Additional Comments: _____

SIGNATURE: _____ Date: _____

Please make checks payable to the **Logan County Chamber** and send in with this form to:

Logan County Chamber of Commerce
Attn: Craft Show/Flea Market Registration
116 South Main Street, Russellville, KY 42276

Thank you for your participation and we look forward to seeing you in October!

FOR OFFICIAL USE ONLY: Paid: \$ _____ Cash/Check/Credit Date: ____/____/____ Ck# _____	<u>2018: Booth #</u>	<u>2019: Booth #</u>
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