

TIMBERFEST 2018 --- OCTOBER 5 & 6

VENDOR APPLICATION

Business Name \_\_\_\_\_ Contact Person \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Description of items to be displayed and/or sold \_\_\_\_\_

**\*\*PLEASE READ ATTACHED RULES/REGULATIONS\*\***

All Booth Spaces are 10 x 10. Electricity is available upon request for a fee. See below.

A \$100.00 Deposit is required and will be refunded Saturday Evening after 8:30 p.m. All tax forms (if required) must be turned in before deposit can be refunded. You may not break down your booth until after 9:00. Violators will forfeit their deposit. Refund deadline is October 31<sup>st</sup>. NO EXCEPTIONS.

_____ Required Deposit for all applicants	\$100.00
_____ Covered Tent Booth Space (Profit)	\$100.00
_____ Covered Tent Booth Space (Non-Profit)	\$50.00
_____ Electricity – Per Booth	\$25.00
_____ Sales Tax Permit (A Copy must accompany application)	
Or SSN _____	

If you do not have a sales tax permit, you must supply us with the responsible parties Social Security Number. Forms will be provided by the State of Arkansas to collect your taxes on retail and/ or raffle sales.

\_\_\_\_\_ Raffle permit (A Copy must accompany application. See attached rules.)

Deposit, Booth rental, electrical fees and required permits must accompany the application. Spaces will not be assigned until all forms and payment are received. Application deadline is September 28, 2018. Signing verifies that you have read the attached Rules and Regulations.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

## Timberfest Rules and Regulations

1. The Grant County Chamber of Commerce reserves the right to assign all spaces as the board deems necessary. There are NO GUARANTEED SPACES OF LOCATIONS.
2. The Grant County Chamber of Commerce reserves the right to refuse any entry and to refund any entry fee.
3. Deposit, entry fee and all required permits must accompany the application. Make checks payable to: GCCC. Mail application and payment to: Grant County Chamber of Commerce, 202 North Oak St., Sheridan, AR 72150. The \$100.00 deposit is refundable after 8:30 p.m. on Saturday night. All required tax forms must be turned in before deposit is issued. You may not break down your booth until after 9:00 p.m. Violators will forfeit their deposit.
4. Exhibitors must furnish their own tables, chairs, display shelving, lighting fixtures and electrical cords (at least 100' in length).
5. Exhibitors may not sublet space without prior approval of the Grant County Chamber of Commerce.
6. Booths may be set up Friday after 9 a.m. but must be completed by 2:30 p.m. The festival starts at 3 p.m.
7. There will be nighttime activities scheduled.
8. The sponsor, city or county will not be held liable for fire, theft, personal injury, or other damage regardless of cause. However, there will be security patrols provided on a 24-hour basis and the courthouse area houses the sheriff's office.
9. For all Raffles/ Drawings you must acquire a permit from the Arkansas Department of Finance/Miscellaneous Tax Division (501-682-7187). A copy of your permit must accompany your application.
10. The State of Arkansas takes the collection of sales and use tax very seriously, therefore, if you do not have an Arkansas Sales Tax ID number, we will be collecting sales tax from your sales at the end of each day of the event. You must use your Social Security Number as your sales tax number. If you do have an Arkansas Tax ID, a copy must be sent in with your application. You must fill out the tax form given to you by the Grant County Chamber of Commerce, but is not due at the time of the event. You will pay your taxes per your schedule with the state.

RESTRICTIONS: NO GENERATORS ALLOWED. NO PETS IN BOOTH SPACE. NO ITEMS OF ADULT NATURE. ONLY BATTERY OPERATED FANS OR HEATERS ALLOWED DUE TO ELECTRICAL LIMITATIONS. NO FOOD OR WATER MAY BE GIVEN AWAY AND/OR SOLD OUT OF RESPECT TO OUR CONCESSIONAIRES.