



<i>Office Use Only</i>	
<i>Application received</i>	_____, 2022
<i>Notified applicant accepted</i>	_____, 2023
<i>Payment received</i>	_____, 2023
<i>Cash</i>	_____ <i>Check</i>
	_____ <i>Credit Card</i>
	_____

Thank you for your interest as a vendor in our 2023 Clermont Days Festival. Please submit this completed form by July 1<sup>st</sup>, 2023. Payment/Vendor fees must be received with the application. Applications received without payment will be considered incomplete. **THIS APPLICATION DOES NOT GUARANTEE A SPECIFIC SPACE.**

Applicant Name: \_\_\_\_\_ Company \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail: \_\_\_\_\_ Cell# \_\_\_\_\_

What are you selling? (Please list everything you are interested in selling at the festival). No political products of any kind may be sold or displayed at the festival. Please be specific with products sold to ensure you are not placed next to a competitor. **NEW vendors ONLY submit photos of arts/crafts for examples of work to be displayed.**

\_\_\_\_\_

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**Food Vendor**

Single Space (10' x 10')- **\$150.00** \_\_\_\_ Double Space (10' x 20') - **\$250.00** \_\_\_\_ Triple Space (10'x30') **\$350.00** \_\_\_\_

**Craft Vendors**

Single Space (10' x 10')- **\$100.00** \_\_\_\_ Double Space (10' x 20') - **\$200.00** \_\_\_\_

**Business Vendor**

Single Space (10' x 10')- **\$100.00** \_\_\_\_

**Non- profit Vendor**

Single Space (10' x 10')- IF vending arts/crafts - **\$50.00** \_\_\_\_

Single Space (10' x 10')- IF providing an approved public service during the festival- **FREE** \_\_\_\_

Do you require an electrical outlet? Yes \_\_\_\_ Electrical outlet is an additional **\$30.00** (Limit of 1 )  
 No \_\_\_\_

## APPLICATION:

Submit applications to Town of Clermont, P.O. Box 257, Clermont, GA 30527. You may also email applications to [townhall@clermontga.com](mailto:townhall@clermontga.com). We recommend applying early for best consideration on acceptance.

## PAYMENT:

1. Payment/Vendor fees must be received with the application. If payment is not received with the application, it is considered incomplete. If your application is denied, your vendor fee will be refunded less any credit card fees.

You may pay by check (make payable to Clermont Days), cash, or credit card. If paying by card there is a 4% added fee. Call or come in to make payment with card. Mail your payment to the address below.

Town of Clermont  
P.O. Box 257  
Clermont, GA 30527

## ACCEPTANCE

Vendor notification will begin in July 2023.

### EVENT SCHEDULE: FRIDAY, SEPTEMBER 15<sup>TH</sup>

8:00am – 3:30pm - Set Up  
4:00pm -- Festival Begins  
8:00 pm – Festival Ends

### EVENT SCHEDULE: SATURDAY, SEPTEMBER 16<sup>TH</sup>

9:00 am - Festival Begins  
9:30 pm – Festival Ends

## VENDOR APPLICATION RULES AND POLICIES

- 2. ACCEPTANCE:** Applying does NOT guarantee you a space. The Town will accept a limited number of vendors for the festival. Having been accepted to past Festivals does NOT guarantee you a space, seniority, or any special acceptance privileges. Applications will be reviewed by the Festival Committee and vendors will be selected based on several criteria, including proposed items, completeness of the application, space requirements, the appearance of the booth, and adherence to rules. Preference may be given to Festival sponsors, uniqueness of items, and the order in which applications are received. All non-compliant applications will be considered incomplete. An accepted application is a commitment to show. Cancellations OR no shows will NOT receive a refund.
- 3. VENDING POLICY:** Vendors may only sell the items listed on their application. New items may not be added after acceptance has been granted. Vendors who have sold out of items or supplies or are eager to leave the Festival, may not leave before the official end time of the Festival unless dismissed by the Festival coordinator(s). Vendors who do not adhere to the Festival's published vending times will not be invited to submit applications for future Festivals.

#### 4. CHECK-IN AND SET-UP:

**CHECK-IN:** Booth Set-Up/Break Down Times (strictly enforced): Please stop by the Booth Check-In table upon arriving at the festival to receive any last-minute directions.

**SET-UP:** Friday, September 15th, 8:00 a.m. — 3:30 p.m. Festival begins at 4:00pm.

- All vehicles, equipment, and trailers must be removed no later than Friday at 3:30 pm. The space is very congested and for the safety of all our participants, no one will be allowed inside the festival area after set-up for unloading/set-up. Vendors who do not abide by this will forfeit their booth space and fees.
- No unloading or set-up on Saturday morning unless prior approval has been given by Festival Coordinators.

#### 5. BOOTH SPACE DESCRIPTION: Approved participants will be assigned a booth space.

- Tents are required. **Come prepared to set up on the pavement and natural ground by providing stakes, and/or weights, tables, chairs, etc.** Please do not place stakes/spikes in the pavement.
- All items must remain within the assigned space. No booths are allowed to extend beyond the booth into the walkway.
- No political groups, campaigning, or rallies are allowed.
- Tables need to be presented with tablecloths. If under-table storage is needed, please drape tablecloths to the ground. Displays should be attractive and in good taste.
- This is a family-oriented event, and the Festival Staff reserves the right to disallow the sale of illegal, dangerous, or disruptive items.
- Each exhibitor is responsible for insurance, health certificates, etc.
- **Booth electricity/generators:** Limited electricity is available for an additional charge of \$20. Only one outlet will be assigned per vendor. Please be advised that those applying early will be given first consideration. Please bring a minimum 100 ft. heavy-duty electrical extension cord. Extension cords may not cross walkways or interfere with pedestrians. **NO POWER STRIPS ARE ALLOWED TO BE USED.** The use of generators should be limited, and Super Quiet Generators will only be allowed. We reserve the right to turn off any noisy generators that interfere with neighboring booths and/or music/entertainment venues.
- All food and free water booths must provide trash cans and have all trash bagged and ready for pick up at the end of the festival.
- All hot items must be kept in a safe area of your booth. All food booths must be protected on all 4 sides, and all cooking and hot appliances must stay within booth space.
- Food vendors will have a pre-opening inspection by Hall County Health Department. You will be contacted by the Hall County Health Department before the event to arrange payment of the inspection fee to Hall County.
- All food vendors will be required to have a fire extinguisher. If you have a cover, it must be fire retardant per the Hall County Fire Marshall.
- Accident notification: In the event of an accident of any kind involving the public and/or private or public property, the vendor shall immediately notify the Festival Coordinators and provide a full

accounting of all details of the accident. The vendor shall then furnish the Town with copies of all reports of such accidents while the reports are forwarded to other interested parties.

6. **PARKING:** Free parking is reserved for our booth participants off Oxford Road. This area is marked by road signs and will be noted on the festival map for your convenience **NO PARKING** will be permitted on Festival grounds for safety reasons. **Support vehicles and trailers must be un-hitched and parked off-site.** **NO** Vendor parking is allowed in the Concord Baptist Church Parking lot. This area is reserved for handicap parking and patron parking. If you require handicapped parking, please notify us in advance.

7. **BOOTH BREAKDOWN:** Saturday, Sept. 16<sup>th</sup>, 9:30 p.m.

- Due to the fireworks display and large crowds after dark, vehicles will NOT be allowed into the Festival area for departure until after the fireworks.
- **Vendors must remain on-site for the entire Festival (i.e., 9:00 a.m. – 9:30 p.m.). Those vendors not remaining on site until 9:30 p.m. may not be invited to participate in future Festivals.**
- Please bring trash bags and clean up your area before leaving. If your booth area is not cleaned up and trash disposed of you may not be invited to participate in future Festivals.

8. **WEATHER:** This is a rain or shine event. An approved application is a commitment to show. In the event of severe weather or a declared state of emergency results in cancellation of any or all Festival days or limits Festival hours of operation on certain days, **NO REFUNDS WILL BE ISSUED.**

#### INDEMNITY AGREEMENT

I \_\_\_\_\_ hereby release and forever discharge Clermont Days Festival, its sponsoring organizations, and their directors, officers, employees, agents, and volunteers from any responsibility, personal liability, claims, loss, or damage arising out of or in conjunction with my participation in the Clermont Days Festival. Clermont Days Festival is not responsible for any injury sustained by exhibitors or guests while within space that may be assigned to me. **I have read and agree to follow the Festival Participation Guidelines & Rules as stated. Further, I hereby grant full permission to use any photographs, videos, motion pictures, recordings, or other records of this event for any legitimate purpose. I agree to abide by the rules and regulations of the Clermont Days Festival, and the Town of Clermont.**

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

Do you have any special requests for the Festival Coordinators?

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If you need additional information or have any questions, please contact Clermont Town Hall, 770-983-7568 or via email: [townhall@clermontga.com](mailto:townhall@clermontga.com)