



## 2017 Booth Regulations & Guidelines

**\*\*\*Beverages will be allowed to be sold this year\*\*\***

1. Booth Fees for the **Red, White and Blue Festival** are:

10' x 10' Food Booth Space for a charge of \$225.00

10' X 20' Food Booth Space for a charge of \$275.00

10'x10' Merchandise Booth Space for a charge of \$50

Access to 110v/220v electricity for an additional charge of \$25.00

**Late fee of 10% for applications received after June 9<sup>th</sup>.**

2. To be considered for inclusion in the Festival, each vendor must submit a completed application with payment, received no later than May 15<sup>th</sup> 2017. Applications received after this date cannot be guaranteed a booth space. Each vendor must give a complete description of items to be displayed or sold. Please indicate if electricity is needed and if so, what **amperage (amps)** is needed. It is important that we know the amps needed so we can insure that there is adequate power for you and the other vendors.
3. The **Red, White and Blue Festival Committee** will review all applications to make sure vendors meet Festival criteria. Applications will be processed on a first come, first serve basis. Before the Festival, you will receive an e-mail about setup and take down times and other necessary information. All food vendors and some non-food vendors, are required to obtain a 1 million dollar liability insurance policy and must be sent with application. Please contact vendor coordinator for clarification.
4. Vendors **may not** request specific booth spaces. The Committee reserves the right to make booth space changes at any time, as it deems necessary. Vendors may not sublet booth space.
5. **There are no refunds.**
6. Vendor acceptance is based on the understanding that the vendor will sell only those items listed on their application. Additional items may not be sold without written consent from the Committee.
7. Food trailers will need to be setup between 6-9pm on Thursday evening or between the hours of 8-11 on Friday morning. Please coordinate with the vendor coordinator for setup time. This could affect the location of the vendor. This is to get them setup prior to tent setup. It is very hard to move food trailers around with tents setup.  
Tent setup will be allowed after 12pm on Friday until 4pm.
8. Anything bearing the **Red, White and Blue Festival logo** or the words "**Red, White and Blue Festival**", weapons of any kind (toys or real), alcohol or tobacco products. This list is not all-inclusive. The **Red,**

**White and Blue Festival Committee** reserve the right to amend this list at any time. If the Committee informs a vendor that a particular item cannot be sold, the item must be removed from the premises immediately.

9. Vendors must provide their own tables, chairs, canopies, tents, hoses, signage, extension cords, and Anything else needed to run their booth.
  
10. Non-Food Vendors agree to operate their booths until at least 9:30 Friday Night and on Saturday tear down will not begin until after the Fireworks show on Saturday Night.

SET UP: All booths must be set up by **4:00 pm on Friday and by 4:00 pm on Saturday** and vehicles off the grounds.

Proposed Festival hours are currently set for:

• **5:00pm–11:00 pm on Friday June 23<sup>rd</sup> 2017 & 5:00pm–10:30pm on Saturday, June 24<sup>th</sup> 2017**

- Festival hours are subject to change. If changes are made, you will be notified in advance.
- The RWB Festival will provide security for the Festival vendors' booths beginning Friday night at 11pm and ending Saturday at noon. Details on what can remain on campus over night will be provided to you by mid June.

11. Vendors will be allowed to bring their vehicles to a location near the vendor area for set up and take down. However, vendors will be required to park all their motorized vehicles away from this area during Festival operation. Further Vendors will not operate any motorized vehicles on Festival grounds during the Festival hours without direct approval from the Vendor Coordinator or the Event Coordinator.
  
12. Each vendor is responsible for dismantling and cleaning their booth area, and disposing of all trash properly after the Festival.
  
13. The Red, White and Blue Festival, RWB committee and its sponsors: ASUMH and the City of Mountain Home as well as any future sponsors are not responsible for any accidents, damages, or theft taking place on Festival grounds.
  
14. If a vendor fails to comply with any of these guidelines, they may be dismissed from the Festival and future Red, White and Blue Festivals.

If you have questions concerning the above regulations and guidelines, please contact:

Adrienne Blackwell, Vendor Coordinator

[vendors@redwhitebluefestival.com](mailto:vendors@redwhitebluefestival.com)