

- **Food Booths:** Only specialized foods such as bake sale items, popcorn, cotton candy, etc. will be allowed. The fee is **\$50** for an 8' space, limited to one of each type of food item on a first-come, first-serve basis. Specify on your entry form what you want to sell. There are a limited number of booths available with electricity. **NOTE:** *Health Department forms must be completed 7 days prior to the festival. You can obtain these from the Belgrade Chamber Office: proof of acceptance will be required at check-in.*
- **Arts and Crafts Booths: Only hand crafted non-imported items allowed.** The committee reserves the right to reject items that are not handmade. The use of the Fall Festival logo or the title "2014 Fall Festival" on any craft or item sold is prohibited, with the exception of the "official" Fall Festival products sold and distributed by the Fall Festival Committee. Booth spaces are 10'x10' for a fee of **\$50** on a first-come, first-serve basis. No electricity is available for vendor's booths.
- **Display/Information Booths:** There will be **a limited number** available for informational purposes only. Booth fee is **\$50**. A 10x10' space will be provided.
- **Homebased Booths:** ONLY 8 Available!! Chamber members will have first rite of refusal. Only one booth per business will be allowed. Sales are allowed. Booth fee is **\$50**. A 10'x10' space will be provided.

Game Booths and Children Activities: Only local, non-profit groups will be considered. All props and equipment are your responsibility. **Adult supervision is required at all times**, including during setup and cleanup times. Please state size of booth/area space needed on entry form. Booth fee is **free** (however space may be limited).

General Guidelines:

- **Booth Location Requests:** We will try to accommodate special requests, but specific locations will not be guaranteed.
- Raffles are not allowed. Drawings are authorized.
- Bring everything you need for your setup and display, including preparation for inclement weather.
- **Setup is between 8:00 and 10:00 am Saturday, September 14th.** You **must arrive to the park by 9 am** and you will be told the location of your booth space. Failure to check-in with the Park Coordinator by 9:00 a.m. may result in your booth being assigned to a vendor on the waiting list.
- **No overnight parking or setting up the night before. There is no security for this.**
- **No vehicles (including trailers) are allowed in the park because of the sprinkler system. No stakes are allowed for canopy tie downs. If you damage a sprinkler, you will be responsible for the cost of repair.**
- All sales must be made from registered booth or displays. Show hours are between 10:00 am and 4:00 pm. Please clean up around your space after your finish taking down your booth.

Confirmation and booth number assignment will be emailed (or mailed) approximately two weeks prior to festival.

Your entry must be accompanied by your entry fee. Entry fees are nonrefundable.

Additional Information: No long term or permanent parking by vendors will be allowed along Davis and Central Streets during set up times. These areas will be blocked off for vendors to unload products. Cooperation in keeping these areas free of long term parking would be appreciated. Please do not park overnight on these streets to show consideration towards other vendors and their unloading needs.

For more information or questions:

Email dyoungberg@belgradechamber.org or visit our website: www.belgradechamber.org