



# NON-PROFIT VENDOR APPLICATION

## 36th Annual Mount Horeb FALL HERITAGE FESTIVAL

Saturday and Sunday, October 7 & 8, 2017

**HOURS:** Saturday, 9 am - 4 pm, Set-up 7 am - 9 am  
Sunday 10 am - 3 pm, Set-up 8 am - 10 am  
Selected vendors are to participate both days.

**LOCATION:** The food court will be located on the North side of Main Street in the 200 block.

**BOOTH SPACES:** Are approx. 10' x 10' to 11' x 11' and may vary in shape due to the layout of the lawns and placement of trees. Likewise, the ground/pavement may not be level. You will be required to purchase additional booth space if you do not confine your belongings to your contracted space. **Electricity is not supplied.** Let us know if it is needed, as **you will need to obtain permission** from landowner/facility. Please bring additional extension cords and your own generators if able.

**FEE:** The non-profit organization fee of **\$35.00 per booth space** is due at the same time as the application. Refunds for booth fees will not be issued to those vendors that cancel their participation after September 5, 2017. **We are asking that all organizations be responsible for trash and clean-up in an assigned area.**

**VENDOR RESPONSIBILITIES:** Keep your display area neat and clear of all debris at the end of the day. Provide own display materials, chairs and weather protection (sun and rain). Vendors must park away from the Festival Area since the Festival is located along a major thoroughfare. \* **Please be aware that the Department of Public Health may inspect your booth to be sure that you are meeting food health and sanitation regulations. If you have questions or concerns please contact them at 608-266-4601.**

### APPLICATION – 36th Annual Mount Horeb FALL HERITAGE FESTIVAL Vendor (Non-Profit)

Fill out Information Below and Mail with **\$35 per Booth Space**. Make check payable to: Mount Horeb Area Chamber of Commerce. The fee will be returned to applicants not selected to exhibit.

Name: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Home Phone: \_\_\_\_\_  
Work Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

Brief Description of Products to be sold. For optimum fundraising for your organization, products must be approved by MHACC so there isn't conflicting products for sale.

\_\_\_\_\_

\_\_\_\_\_

#### YOUR BOOTH SET-UP

The food court will be located on the North side of Main Street in the 200 block. **No electricity** will be arranged through the Chamber of Commerce. **If you require electricity please supply your own generator & cord.**

#### Check any that apply:

I will fit in a 10' x 10' space.  
 I have a grill or smoker in my booth. Please explain. \_\_\_\_\_  
**Indicate which side of the truck/trailer you serve from** \_\_\_\_\_  
(Use back of form to explain or sketch layout with dimensions.)

Please reserve \_\_\_\_\_ booth spaces. My check for \$ \_\_\_\_\_ is enclosed.

I understand that the Mount Horeb Area Chamber of Commerce will not be liable for loss or damage of materials; or for any personal damage or injury incurred during the Fall Festival.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Notification: Applicants will receive notice of acceptance or rejection by September 15, 2017. Submit application by September 5, 2017 to:

Mount Horeb Area Chamber of Commerce  
c/o Fall Heritage Festival  
300 E. Main Street, Mount Horeb, WI 53572