



706-556-0401
P.O. Box 99
Harlem, Georgia 30814
HarlemMuseumAndWelcomeCenter.Com



706-556-3448
135 N. Louisville Street
Harlem, Georgia 30814
Harlemga.org



37th Annual Oliver Hardy Festival
Vendor Application & Guidelines
Saturday, October 3, 2026 • Downtown Harlem, Georgia • 9 AM – 3 PM

Vendor Categories & Fees (per 12' x 15' space)

Harlem Business	One free space	Per business license for a business open to the public the day of the event on North Louisville Street within the festival area
Arts & Crafts Vendor	\$100	Artwork made by the vendor; includes, but is not limited to: drawings, paintings, pottery, wood carving, etc.
Resell Vendor	\$100	Vendors reselling merchandise such as Tupperware, Kids Toys, etc.
Attraction Vendor	\$100	Certificate of Insurance required for all attractions
Civic and Non-Profit Groups	\$50	Limited spaces available; priority to youth groups
Food Vendor	\$300 + \$100 Refundable Deposit	Food License Required; Fee is per truck, not truck size. Food vendors go into food courts.
Snack Vendor	\$200 + \$50 Refundable Deposit	Applicable licenses are required. Fee is per Snack Vendor, not truck size. Snack vendors with trucks go in food courts. No trucks on main road – all trucks go into the food courts.

Summary of Event Guidelines, Stipulations, and Rules

Vendors must provide their own tent, tables, chairs, and supplies. Electricity and water are not provided. All booths must be set up by the designated time, remain open during event hours, and stay within assigned spaces. Vehicles must be removed from vendor areas before the event begins.

ALL VENDORS – May set up from 5:00 am until 7:45 am, at which point **ALL VEHICLES MUST BE OFF THE STREET**. ** Please pull up to your space, unload your vehicle, go park your vehicle, and then return to your space to set up ** Breakdown of your space will be from 3:00 pm until 4:00 pm. We encourage you to “pre-close” later in the festival, as possible.

Vendors are responsible for their booth, products, and equipment. The City of Harlem is not liable for loss, damage, or theft. All vendors must follow instructions from event staff and public safety officials. Failure to follow guidelines may result in removal or disqualification from future events.

All items sold must be family-friendly. Prohibited items include alcohol, nicotine/CBD products, weapons, and inappropriate materials. **Laurel & Hardy-themed merchandise requires prior written permission from the Larry Harmon Picture Company.**

Food vendors must follow all health regulations and properly dispose of grease and wastewater. Vendors are responsible for collecting and remitting Georgia sales tax.

Submission of an application and payment does not guarantee acceptance. Booth fees are non-refundable unless otherwise approved. The City reserves the right to approve or deny vendors.

For more information on the City of Harlem Vendor Rules & Guidelines, please refer to:

<https://harlemmuseumandwelcomecenter.com/vendor-information>

Scan this QR Code with your phone to read all of the event rules:





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Vendor Information

Vendor/Business Name: _____
 Contact Person/Business Owner: _____
 Phone (Required): _____
 Mailing Address (Required): _____
 Email (Required): _____
 Items to be Sold: _____
 Requested Zones: (1) _____ (2) _____ (3) _____
 Food Truck Size: _____
 Laurel & Hardy Booth Design Contest (Yes/No): _____
 Do you need two booths? _____ *(does not apply to vendors selling through a food truck)*
 Vendor Type (choose from Page 1): _____
 Fee Enclosed: \$ _____ *(includes refundable deposit, if applicable)*

Before you submit your application, please check below if you have everything included with your application:

- Images of your products
- Images or sketch of your proposed tent set up
- Vendor information above is completed and you have double-checked that your email address and phone number are written correctly
- You have read and understood the rules summary on the first page of this document and the full list of rules and guidelines listed on the Harlem Museum and Welcome Center’s website (URL is at the bottom of both pages. QR Code for easier accessibility is on the first page.) A hardcopy is available upon request.

Food, Snack, and Attraction Vendors Only:

- You have included a copy of your current Columbia County Department of Health permit, Indemnification Waiver, and/or liability documents.

Signature: _____ Date: _____

Mail application with payment to:

Oliver Hardy Festival Steering Committee
 P.O. Box 99, Harlem, GA 30814

Questions?

Contact Harlem Museum & Welcome Center at (706) 556-0401 or one of the museum staff at the following emails: mfoster@harlemsga.org; strotman@harlemsga.org; iwashburn@harlemsga.org

Deadline to submit application: August 31, 2026, by 4:00 PM

The City of Harlem, Georgia upholds the right to change these rules and stipulations at any time.

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