



2026 Almost Heaven BBQ Bash

June 18 - 20, 2026

PO Box 2054 Buckhannon, WV 26201
Toll Free: 866 / 710-7600



E-mail: almostheavenbbqbash@gmail.com

Website: www.almostheavenbbqbash.com

Dear Prospective BBQ Bash Food Vendor:

With another successful event in our downtown Buckhannon location, we're excited to begin early preparations for the 2026 event! We'll be in the same great location, but with more new activities, entertainment, and heavier promotion to boost attendance ... and your sales!

To assure all vendors a fair and profitable opportunity, we will accept vendors offering a variety of menu items suitable for everyone avoiding duplicate items as much as possible. **A limited number of vendors will be permitted to sell BBQ meat items to assure a consistently high standard of quality for attendees. Other food vendors are prohibited from vending any BBQ food items unless prior permission has been granted. If you have questions, please contact us "prior" to submitting your application.**

We look forward to great weather and lots of hungry attendees so everyone enjoys a fun and profitable event. We vigorously promote the event via social media, tv, radio, newspaper & magazine ads, distribution of 10,000+ event rack cards in all WV and neighboring Welcome Centers, Tourist Stops, area businesses, restaurants, hotels, 8,000+ Event Program Books mailed to central WV Inter-Mountain newspaper subscribers, and in mailings to potential visitors & groups, and other general event promotions.

We've already received inquiries from new vendors, but we're offering first option to our 2025 vendors before seeking or accepting others, so get those applications in ASAP. For consideration of a vending spot, the following items **MUST be received no later than March 1, 2026 – NO EXCEPTIONS** with vendors accepted on a **"first-received, first-accepted"** basis.

***** NOTE:** Applications received **NO LATER THAN Dec. 31, 2025** receive a \$50 discount on entry fee (\$250 until 12/31/2025 ONLY).

- ~ Completed and signed "BBQ Bash Food Vendor Application"
- ~ Signed "BBQ Bash Food Vendor Agreement" AND signed "Waiver of Liability" box at the bottom of the page (both must be signed)
- ~ List of ALL proposed menu items – if you wish to add items after submitting your list, you must receive approval.
- ~ At least 1-2 photographs of your rig / booth set-up (2025 vendors do not need to submit these, unless your set-up has changed)
- ~ Copy of your current WV Business License.
- ~ Insurance Certificates with \$1 Million liability listing Almost Heaven BBQ Bash, Inc., PO Box 2054, Buckhannon, WV 26201 AND City of Buckhannon, 70 East Main Street, Buckhannon, WV as additional insureds – no exceptions!
- ~ Application / booth fee - \$300.00 - PLUS \$55.00 Upshur Co. Health Dept. permit fee (unless you have a current permit)
- ~ Applicable fee(s) for upgraded electric or extra space, if needed

***** WV Health Permit:** If you have a WV Health Permit from another WV county that covers food truck operations (no tents), you may be exempt from purchasing an Upshur Co. permit. If you have any questions, please contact Chris Garrett, Upshur Co. Health Dept. (304 / 472-2810) to confirm. Upshur County Health Dept. Inspector will inspect vendors and issue permits after 2 PM Thursday afternoon..
NOTE: If you have a current Upshur County or WV State Health Dept. permit, we still need a copy of it with your application.

~ **Please review the attached Food Vendor Safety Checklist.** We want you to be aware of and prepared with the proper fire suppression and/or extinguishers, which will be inspected prior to you being allowed to open for business. If you have specific questions regarding these requirements, please contact Tanner Smith at the Buckhannon Fire Department as early as possible at 304 / 472-2868, or email him at fire.buckhannon@buckhannonwv.org.

*** Checks should be made payable to (including the \$55.00 health permit fee, if applicable), and all documents mailed to:
Almost Heaven BBQ Bash
PO Box 2054
Buckhannon, WV 26201

Thank you for your interest in participating in our upcoming Almost Heaven BBQ Bash ... we will notify you of your acceptance / denial as soon as we receive and review the above documentation. We look forward to having you join us for this exciting family event!

Jody Light, Event Chairperson

Mobile: 304 / 439-3033

Revised Oct. 15., 2025

***** 2026 BBQ Bash Food Vendor Agreement *****

1. **Vendor Space:** Vendors must provide dimensions of their space requirements, and fit in requested space. Vendors are placed based on size of space and power requirements, and we'll do our best to place everyone in the best space possible to assure good foot traffic flow. Due to issues with another event in 2025, we've been asked to NOT place food vendors in the interior (grass) area of Jawbone Park to avoid possible rain/mud and unsanitary, potentially dangerous situations. If that changes, we'll let you know asap and revise vendor spots (back to the semi-circle configuration in Jawbone Park, if allowed).
2. **Health Permits:** Vendors preparing food "on site" must complete an Upshur County Health Dept. permit application with the required \$55.00 fee (*included with your booth fee & payable to Almost Heaven BBQ Bash*). We will submit all applications to the Health Dept., with appropriate fees, and your permit will be issued during your pre-opening inspection Thursday afternoon.
*** If you are already registered with the Upshur County Health Dept., we will need a copy of your permit with your other documents. A copy of the permit must also be displayed at your site during the event, per Health Dept. regulations.*
3. **Insurance:** All food vendors, regardless of your products, must provide a copy of your general liability insurance certificate identifying the Almost Heaven BBQ Bash, Inc., PO Box 2054, Buckhannon, WV 26201 AND the City of Buckhannon, 70 East Main Street, Buckhannon, WV 26201 as additional insureds for a minimum of \$1 Million Dollars coverage – NO EXCEPTIONS!
4. **Set-Up / Operating Hours:** We'll advise you of your set-up times beginning at 9:00 AM on Thursday, June 18th, with Health Inspections / permits issued in the early afternoon, so you can open for business by 4:00 PM on Thursday.
5. **Visible Pricing:** To expedite ordering and customer service, a priced menu should be visibly posted for the public.
6. **Grease, Oil, Trash, Gray Water:** Designated receptacles for each of these items will be located in the food vendor area. Disposing of these in any other manner is strictly prohibited. Any vendor failing to completely clean their vending area by disposing of ALL trash and other materials in the proper containers will NOT be invited to future events.
7. **Vendor Fees:** \$300.00 for Thursday, Friday, & Saturday, PLUS \$55.00 Health Dept. permit fee, and other applicable fees.
8. **Relationship to Vendor:** Vendors are independent contractors and not considered as an agent, employee, or representative of the Almost Heaven BBQ Bash, Inc. in any way whatsoever. Almost Heaven BBQ Bash assumes no responsibility for any property of any vendor.
9. **NSF Fees:** There will be a \$35.00 charge for returned checks from the vendor's bank for non-payment.
10. **Space Assignment:** The Almost Heaven BBQ Bash committee will make every effort to provide the best space to each vendor based on your space/power requirements, and any other requirements. Vendors are prohibited from providing samples or sell to customers beyond their assigned vending space. PLEASE be courteous to fellow vendors.
11. **Departure:** Vending sites must be completely cleaned and vendors must vacate the venue by 10 AM Sunday, June 20th.

WAIVER OF LIABILITY: In acceptance of this application, the undersigned, intending to be legally bound for myself, my heirs, employees, guests, executors and administrators, agree to indemnify, defend, & hold harmless the officers, directors, employees, representatives & event volunteers of the Almost Heaven BBQ Bash, Inc., KCBS, and City of Buckhannon from and against any & all claims, damages, losses, liabilities, & costs (including without limitation reasonable attorney's fees, expert witnesses, & litigation costs) related in any manner, directly, or indirectly, in whole or in part to: a) any act or omission of vendor, its employees, agents, guests, invitees, licensees, visitors, consultants, or contractors, b) any failure to perform according to the negotiated terms of this agreement, c) any accident involving injury to any person or property occurring or other circumstances existing on or about the premises at any time during this event due to any cause whatsoever, provided, however, that this assumption of risk, waiver, release, & discharge shall not apply to exempt anyone for his/her own fraud, or willful injury to the person or property of another, or violations of law, whether willful or negligent. I/we also grant full permission to the Almost Heaven BBQ Bash, Inc. to use any photographs, video tapes, motion pictures, recordings and any other record of this event for any legitimate purpose. I agree to the terms of this Waiver of Liability, and will abide by all rules of the event. Acceptance of all vendor applications is based on a first come basis, however, Almost Heaven BBQ Bash, Inc. reserves the final right of refusal to any and all vendors. There is no "Rain Day" schedule for this event, and if required, the event may be cancelled in whole or in part by Almost Heaven BBQ Bash, Inc., with no cash refunds, however we will provide free entry to the following year's event to fully paid, registered vendors in the event of an unforeseen cancellation. I have read & agree to adhere to all the rules and regulations of the Almost Heaven BBQ Bash, Inc. and understand that failure to adhere to these may be cause for immediate, non-negotiable expulsion from the event with no refund.

***** Signing below affirms that I have read and will adhere to all of the above regulations, including the "Waiver of Liability". I also understand that failure to comply with any of these regulations may result in my eviction from the event with NO refund of any fees paid and being prohibited from participating in future events.**

Vendor Operation Name: _____ **Date:** _____
Printed Name: _____ **Signature:** _____



2026
Almost Heaven BBQ Bash, Inc.
 Buckhannon, WV

BBQ Bash Food Vendor Application

Name of Operation: _____

Name of Owner/Operator: _____

Mailing Address: _____

City: _____ State: _____ ZIP: _____

Email: _____

Best Contact Phone Number: _____

Alternate Contact Number: _____

On-Site/Event Contact Name: _____

EXACT Booth Size Needed: _____ **Trailer or Stand?:** _____

Any special needs: _____

Items for sale: _____

***** Reminder: Applications without the following information, fees & documents will NOT be accepted.**

	<u>REQUIRED BBQ Bash Food Vendor Documents</u>	<u>FEE</u>
1	Completed / signed "BBQ Bash Food Vendor Application" (this form)	n/a
2	Signed "BBQ Bash Food Vendor Agreement" and "Waiver of Liability"	n/a
3	List of items you wish to sell <i>(we will do our best to avoid duplicate products)</i>	n/a
4	1-2 current photos of your vending set-up *** NOT req'd IF you were a 2025 BBQ Bash vendor, unless it has changed	n/a
5	Copy of your current WV Business License	n/a
6	Insurance Certificates (\$1 Million minimum Coverage) identifying Almost Heaven BBQ Bash AND City of Buckhannon as "additional insureds" <i>(address for each entity is listed above in cover letter)</i>	n/a
7	Vendor booth fee (Thursday evening, Friday & Saturday – up to 20 x 40 space with 20 AMP electric service)	\$300
8	Upshur County Health Dept. Permit Application @ \$55 (OR a copy of your current Upshur Co. or WV Health Dept. permit)	\$ _____
9	** Optional: additional power: 30 AMP @ \$30	\$ _____
10	** Optional: additional power: 50 AMP @ \$50	\$ _____
11	*** Deduct \$50 ONLY if application and payment is received NO LATER THAN Dec. 31, 2025	
	Date Submitted: _____ Check #: _____ Total Fees Submitted:	\$ _____

Food Vendor/Owner Signature: _____ **Date:** _____