



Festival Dates - September 7-9, 2023

Sponsored by the Roann Covered Bridge Lions Club, Inc.
www.RoannCoveredBridgeFestival.com

Festival Dates: September 7-9, 2023 (Thurs.-Saturday after Labor Day)

(3) DAY FESTIVAL

Please open by 10:30 on Saturday morning for early visitors

We hope you have had a good year and are ready for a fun festival season. We are excited for another great festival in the little town of Roann. We are glad that you choose to be a vendor this year and we will do our best to accommodate you while you are here. We try not to overlap with similar items, it does a little sometimes.

Vendor Rules — Please review 2023 information below

Booth space – 10x 10 foot space for our 3-day event is **\$60** for the first 10 feet and **\$25** for each additional 5 feet of space. Spaces will be numbered for you. The fee includes electricity. Checks payable to: Roann Covered Bridge Festival, P.O. Box 322, Roann, IN 46974

PAYMENT OF VENDOR SPACES

We must receive full payment by July 21, 2023 if we mailed you a form. If you did not receive a form, and contacted us after the July due date, you must pay full payment ASAP, and before August 31, 2023

You may set up between 7:00 A.M. and 3:00 P.M. on Thursday, September 7, and be ready to sell by 5:00 P.M. No set-ups allowed after 4:00 P.M. on Thursday. Some festival visitors have requested vendors to open earlier on Friday. You may do so if you'd like. YOU MUST BE OPEN AND SELLING DURING FESTIVAL HOURS. (*Please read note below) Check-in with festival staff for booth #.

Festival Hours: Thursday 5:00 p.m. - 10:00 p.m.
Friday 5:00 p.m. - 10:00 p.m.
Saturday **10:30am** – 10:00 p.m.

YOU MAY TAKE YOUR BOOTH DOWN ON SATURDAY NIGHT after 10:15, or Sunday.

However, you cannot block streets with vehicles. You can park on side-street east or west of north stage. Be careful and courteous to all people!!! Town trash picks up each evening around 10:30.

After that, you must take it with you!

If you wait until Sunday to tear down, EVERYTHING from your booth must be taken with you.

Additional Rules:

1. The Indiana State Fire Marshal **REQUIRES** that you use a LARGE BLACK TYPE SO OR SE ELECTRIC CABLE due to foot and vehicle traffic. **Bring long cords!!!**
2. There will be NO one-day "pull-ins" or pull-outs". NO early tear-downs.
3. No raffles will be allowed at vendor booths.
4. Use of the words "Roann Covered Bridge Festival" and/or "You'll Only Be a Stranger Once" on your products, whether homemade or manufactured, is strictly prohibited. Any such products will become the property of the festival.
5. **Our rules - NO knives with metal blades (except for kitchen utensils), swords, or guns of ANY kind will be allowed. Also, NO profanity or nudity on wearing attire, shirts, hats. Nothing referring to drugs. We have the right to ask you to pull them from your sales.**
6. No food or drinks may be sold at your booth, including bottled water. No golf carts.
7. We do not allow stakes to be driven into the pavement.
8. **No pets please UNLESS IT IS A SERVICE DOG. (LET US KNOW AHEAD OF TIME) No smoking in vendor booths.**
9. Your display cannot extend out to the middle of the street/pedestrian walk way.

*If you have any questions or need additional information, feel free to contact us. We hope you will return as a vendor next year. **2024 deposits can be made before you leave.*** Contact us at Roann Covered Bridge Festival web site:

Vendors@RoannCoveredBridgeFestival.com, or you can e-mail Donna at: roann.donna@gmail.com

Festival Office Phone: – Call 765-833-2136. We will return a call when we check the messages. Thanks

