



P.O. Box 322, Roann, IN 46974
Festival Office 765-833-2136
www.RoannCoveredBridgeFestival.com
facebook.com/RoannCoveredBridgeFestival

Sponsored by Roann Covered Bridge Lions Club

THURSDAY - SATURDAY - SEPT. 5-7, 2024

"3 DAY FESTIVAL"

CONCESSION - Vendors Form

Please read the following rules and requirements carefully:

Set up for all concessions will begin after 12:00 noon on WEDNESDAY, September 4, and need to be completed before 7:00 p.m. that day. The festival begins at 5:00 P.M. on Thursday, September 5. With the concessions setting up on Wednesday, this allows other vendors to set up on Thursday morning and early afternoon. This gives us time to correct any problems which may arise prior to the beginning of the festival at 5:00 p.m. on Thursday. If this is not convenient for you, please indicate on your application form enclosed and we will work with you.

We require that you be open and selling during all festival hours listed below. Some who attend our festival have requested that booths open earlier than 5:00 on Friday. Please feel free to open early on Friday if you would like, as some senior citizens prefer to visit the festival before dark when the crowds are smaller.

Festival times are: Thursday 5:00-10:00p.m.
Friday 5:00-10:30 p.m.
Saturday 11:00a.m.-**10:30 p.m.**

All trash needs to be ready for town pick up by 11:00 P.M. Saturday – since NO Festival on Sunday

We hope you have a successful festival season. And we hope you will choose to return to the Roann Festival for the September 2025 festival. We will try to accommodate you as well as possible.

Change:

Your full payment is due by July 31, 2024. After that date, no guarantee that your spot from previous years will be reserved. We have food vendors on a waiting list. Thanks for your cooperation on this.

It will be \$350.00 for up to 30 feet and \$75.00 for each addition 10 ft.

This fee includes water and electricity. **2025 Deposits can be made before you leave.**

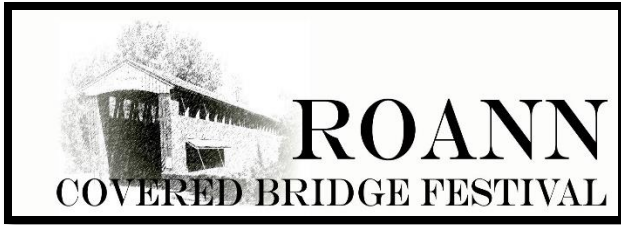
You are required to have a health permit from the Wabash County Health Department filled out and returned at least 10 days prior to the Roann Covered Bridge Festival, please have to us by August 30, 2023. You may call the Wabash County Health Department with any questions regarding the permit at (260) 563-0661, Ext. 1249 or you may fax at (260) 563-6082.

The Indiana State Fire Marshall **REQUIRES** that you use a **LARGE BLACK TYPE SO OR SE ELECTRIC CABLE** due to foot and vehicle traffic at the festival.

DUMPING OF GREY WATER. - The dumping drain is behind the center stage and will be open after closing time. **Please dump water as soon as possible each night.** If you need to dump before that time come to information booth.

You will be contacted by phone or mail by August 15th if your application is denied due to shortage of vendor space etc. **There will be NO one-day “pull-ins or pull-outs”. NO early tear-downs will be allowed and if this happens, you will not be allowed to participate next year. This keeps it fair to ALL vendors who participate at our festival. No raffles are allowed at vendor booths. No pets please, NO SMOKING near your concession, & no golf carts.**

**Festival Questions: 765-833-2136. We will return your call when we check the messages. Thanks
Or you may e-mail Donna Harman, Coordinator at roann.donna@gmail.com**



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Sept. 5-7, 2024 Thurs. - SATURDAY after Labor Day
Sponsored by Roann Covered Bridge Lions Club, Inc.

Concessions Application Form - PLEASE INCLUDE CERTIFICATE OF INSURANCE

CHANGE FULL PAYMENT DUE ON July 31^{ST.}, 2024

Business Name: _____ Phone _____

Contact Person _____ Cell or _____

Alternate Phone _____

Address _____

City _____ State _____ Zip Code _____

E-mail Address: _____

Description of product (s) to be sold: _____

Amount of space requested: _____ feet (10 feet increments only: minimum 10 feet)

Length of camper or trailer including tongue with all serving windows open _____

Approximate arrival time on **Wednesday**, Sept. 4 _____

Electricity needed: Not needed 110 Amps 220 Amps

Is water hook-up needed? Yes No

Any additional information you feel we should know to better accommodate you.

PLEASE DO NOT BRING PETS. NO SMOKING WITHIN 15 FEET OF YOUR FOOD BOOTH
I agree that the Roann Covered Bridge Festival Lions Club and/or Roann Festival Directors will not be liable for loss, damage, or injury to myself, my workers, and any or all helpers or to my property during the Roann Covered Bridge Festival. I release the Roann Covered Bridge Lions Club and/or Festival Directors from any and all liability arising out of said Festival. I have read the attached letter and I am aware of the regulations and will comply with all rules and regulations.

Signed _____ Dated _____

RETURN THIS FORM & PAYMENTS TO: Roann Covered Bridge Festival, P.O. Box 322, Roann, IN 46974.