



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

Festival Theme – Country Sunshine

THURSDAY –SATURDAY – SEPT. 10 -12, 2020

“NOTICE WE ARE NOW A 3 DAY FESTIVAL”

Requirements for Concession Vendors

Please read the following rules and requirements carefully:

Set up for all concessions will begin after 12:00 noon on WEDNESDAY, September 9, and need to be completed before **7:00 p.m. that day**. The festival begins at 5:00 P.M. on Thursday, September 10. 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 satisfactory, please indicate on your application form enclosed.

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

*****Due to the Covid 19 virus** complications this year we are getting a late start in mailing applications. It looks like we **WILL BE ABLE** to have our festival – unless the government changes that. We have all been affected by this in many ways. Therefore, we have moved up dates to get your forms and payments to us. **Please make deposits of at least \$100 for your concession space by August 10 and remaining balance by August 24, 2020.** Full payment is due by August 24th. **Your deposit will not be returned unless you have an emergency situation,** since we reserved that the space for you to be there. *If the government makes us cancel you will get a full refund.*

The space fee for our 3-day festival event is **\$275.00 for the first 10 feet and \$75 for each additional 10 feet of space.** This fee includes water and electricity. **2021 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 to them at least 10 days prior to the Roann Covered Bridge Festival, which would be August 24, 2020. 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.

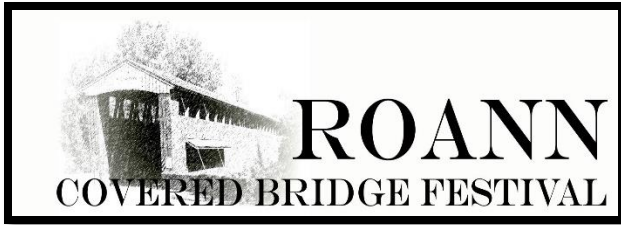
The Indiana State Fire Marshall **REQUIRES** that you use a **LARGE BLACK TYPE SO OR SE ELECTRIC CABLE** due to foot and vehicle traffic at the festival.

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. 10-12, 2020 Thurs. - SATURDAY after Labor Day
Sponsored by Roann Covered Bridge Lions Club, Inc.

Concessions Application Form – Festival Theme: “COUNTRY SUNSHINE”

Please return with \$100 Deposit by - August 10 Remaining balance - due - August 24

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 _____

Approximately arrival time on **Wednesday**, Sept. 9 _____

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.