

22nd Annual Wirt County Pioneer Day – Vendor

Wirt County Courthouse Square, Elizabeth, WV

SATURDAY - OCTOBER 4, 2025 - 9 AM-4 PM

- The 22nd Annual Wirt County Pioneer Days is organized by the Elizabeth Beauchamp Newman Chapter Daughters of American Pioneers. It will be held at the Wirt County Court House Square in Elizabeth, WV. Vendors must be approved by the organizer, pay all respective fees, and comply with the following rules and requirements.
- All vendors are required by law to comply with the [WV State Tax Department Code](#) regarding Business Licenses. WV has a \$30.00 Business Registration Fee for all persons who engage in any business activity in this state. Non-Profit 501c organizations are exempt from the fee.
- Vendors are responsible for consumer sales tax to the West Virginia Tax Commission. Any sales tax collections and remittances are the sole responsibility of the vendor/exhibitor.
- Vendors/exhibitors are responsible for their own general liability and product liability insurance. Vendors are expected to comply with any and all laws and requirements of the State of WV, Wirt County and the Town of Elizabeth. This is a family event. All vendors shall exhibit professional behavior at all times.
- New Mid-Ohio Valley Health Dept. Rule: All food sales (other than baked goods) that require time and temperature control for safety must file for a **Temporary Food Permit**. Permit Fee is \$72. Non-Profit 501c organizations are not required to pay a permit fee, but must have a Temporary Food Permit. It is mandatory that you get a Temporary Health Food Permit from the Health Department in order to keep records of food(s) for sale in case of a foodborne illness. A Food Handler's Card is required for everyone handling food items. Vendors with hot or cold food items follow **Health Department sanitation requirement** including but not limited to: must have handwashing station, thermometers, and 3 tub/pan utensil washing set up. Contact the Wirt County Health Department at (304) 275-3131 for more information on permits and sanitation requirements.
- Vendors are responsible for providing their own tents, tables, chairs necessary to conduct business. Vendors must clean up their area and remove all refuse at the close of the day. Set up begins at 7:00 am the day of the event. No early set up will be allowed. Lawn set up begins at 7:00 am, please set up and then promptly move your vehicle to the designated parking area over by the high school. Food Truck and Street Vendor set up begins at 8:00 am. If you need electric, please designate on the registration form. You must bring your own extension cords. This is an outdoor event, please be prepared for the weather. All tents are required to have tent weights or be properly staked. All vendors must have set up complete by 8:45 am and be clear of the street for start of event at 9:00 am. Vendor spaces will be marked and assigned and you will receive notice of your vendor location prior to the event.
- Vendors are required to stay through the end of the event. Early teardown is disruptive of event activities and dangerous to event attendees. No cars will be allowed to enter the streets until after the event has concluded. This event has horses, mock gunfire, cannon fire, and other loud noises. For the safety of our attendees, other exhibitors, and event participants, we respectfully request your compliance with this requirement.

- Vendor spaces are 10x10. Please purchase extra space if more is needed. Electric spaces are available. All spaces will be assigned. Electric spaces will be available on a first come first serve registration basis. 10x10 lawn spaces are \$25 and street vendor spaces are \$35. Exhibitor spaces are free. Payment must be received prior to the event. No money will be collected on the day of the event.
- Wirt County Pioneer Days' organizer assumes no liability for exhibitor's/vendor's property at any time before, during or after the Pioneer Day event.
- If selected as a vendor, you accept the rules and regulations set forth by the Wirt County Pioneer Days organizer. You agree to indemnify and hold Elizabeth Beauchamp Newman Daughters of American Pioneers, its members, directors, officers, volunteers or agents harmless from any and all claims, demands, judgements, losses, and expenses, including reasonable attorney's fees which may occur, arising out of any alleged act or alleged failure to act on your part arising in any manner from participation in Pioneer Days whether caused by negligence of those released or not, while in or upon the Courthouse Square of Elizabeth, WV, for the purpose of participating in the event.
- Vendors, Sponsors, and Exhibitors will be advertised on this website, Wirt Pioneers Facebook page, and through other social media.
- Paper forms and/or checks may be mailed to: Wirt County Pioneer Day, PO Box 621, Elizabeth, WV 26143. Questions: Call 304-275-3569.

Applications for vendors must be received by September 15, 2025.

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Business Name: _____ **501C: Yes** ___ **No**___

Your Name: _____

Address: _____

Telephone: _____

Email: _____

Website: _____ **Facebook:** _____

___ NEW 2025: SPACES ASSIGNED BY DATE ON APPLICATION:

Vendor Spaces: _____ **10 x 10 Lawn Vendors (\$25 each) 7:00 am setup**

_____ **Street Vendor Space (\$35 each) 8:00 am setup**

_____ **Exhibitor Space (free) 7:00 am setup**

Do you need electricity? Yes ___ **No** _____

What are you selling? _____

You have read and agreed to the rules and requirements? Yes ___ **No** _____