



## CRAFT VENDORS

This form is for arts and crafts and prepackaged food vendors. **Food Trucks and Food Vendors, please see our food specific application.** Email [harrodsburgfirst@gmail.com](mailto:harrodsburgfirst@gmail.com) with any questions.

Event dates and times are as follows:

Friday, October 1, 4PM - Midnight

Saturday October 2, 10AM - Midnight

Sunday October 3, 12PM – 6PM

**To ensure the best event possible, we require all vendors to be present and open throughout the entire 3 day event.**

### **Terms and Conditions:**

1. The Harrodsburg First reserves the right to refuse ANY application without recourse.
2. Vendors are provided with a 10ft x 10ft space to set up in. Your booth must fit into this space unless otherwise approved by Hannah Beth Turner, Interim Executive Director.
3. Items sold at event(s) will only be allowed upon approval of Harrodsburg First.
4. Items not appropriate for a family setting WILL be removed from the event(s) without refund.
5. Refunds will only be given should Harrodsburg First have to cancel the event due to unforeseen circumstances.
6. All Vendors must have their booth open for the entirety of the event; Friday 4PM - 12AM, Saturday 10AM - 12AM, Sunday 12PM - 6PM. If a vendor closes or leaves early, without express permission from Harrodsburg First and reasonable explanation, they will not be invited back to future Oktoberfest events.
7. Vendors MUST arrive AT LEAST 1 hour prior to the event start time each day to ensure access to their spot.
8. Vendors are required to clean up their booth areas at the close of each day. Booth set-up may stay on location, however vendors are required to secure their own booth.
9. Vendors are responsible for bringing adequate change. We will not be able to make change for you.
10. Vendors will need to provide their own table, chairs, and tents.
11. All County and State licenses, taxes, and sales taxes are the SOLE RESPONSIBILITY of the exhibitor.
12. Vendor must provide a Certificate of Insurance no later than September 17, 2021 listing Harrodsburg First, Inc. and the City of Harrodsburg as Additional Insured. General Liability limits should be no less

than \$1 Million. Harrodsburg First, Inc., reserves the right to deny access to operate without receipt of the certificate by the requested date.

13. Fee to participate as a craft vendor is \$100 and must be paid by 9/15/2021 to secure a spot. "Early Bird" pricing for vendors is \$80, to receive this 20% discount, you must be approved and pay by 7/31/2021.