

**Jones County Heritage Festival
Vendor Application (3-10)**

The event will be held from 10 am til 4 pm at the Jones County Civic Center. **Set up will begin at 8 am and should be finished by 9:45 am.** All vendors/exhibitors will be expected to stay from the beginning of the festival until the end unless prior arrangements have been made.

Spaces will be 10 feet by 10 feet however vendors/exhibitors needing extra space should indicate that on their application under special needs. Exhibit spaces will be free. **Rental cost for vendor spaces will be \$20.**

Vendors (those persons selling items) should complete the application below and return it and your \$20 rental fee to **Ivy Reid Post Office Box 218 Trenton, NC 28585.** Exhibitors (those persons demonstrating or exhibiting items or crafts and not selling) should complete the application and send it to the same address. If you have questions, contact Ivy Reid at 252-448-9621 or ivy_reid@ncsu.edu.

All vehicles will need to be parked in the parking area unless prior approval is given.

All vendors/exhibitors will be responsible for bringing all the items for their space. **The festival does not supply tables or chairs.** Tents can be used as long as they fit in the 10 X 10 space.

Vendors/exhibitors who have animals will be expected to have hand washing stations and signs directing festival goers to wash their hands after handling the animals.

All vendors selling edible food products are **expected to engage in safe food handling practices** including: wearing gloves, wearing hairnets, providing separate persons to take money, and washing hands before handling food.

All vendors/exhibitors will be expected to thoroughly clean their space prior to vacating the premises.

Name of Vendor/Exhibitor _____

Address _____

Phone Number _____ Email Address _____

Are you: A vendor (selling items)? ____ or An exhibitor (exhibiting with no sales)? ____
What are you selling or exhibiting? _____

If you are a vendor, please include your \$20 space rental fee with this application.

A 10 feet by 10 feet space will be provided per vendor/exhibitor. If you will you need extra space explain _____

Do you have any special needs (water, electricity, etc)? _____

As a vendor/exhibitor in the Jones County Heritage Festival, I agree to adhere to the rules listed on this application.

Signature of responsible party

Print name here