

Application For Harvest Craft Tent or Outdoor Market

(Please mark your choice):

 **Harvest craft Tent:** Fee of \$125.00/10ft. to be included with application **Outdoor Market:** Fee of \$100.00/10ft. to be included with applicationDates: Thursday October 10<sup>th</sup> through Sunday, October 13<sup>th</sup>, 2019

CONTACT PERSON: \_\_\_\_\_

PHONES: Home \_\_\_\_\_ Cell \_\_\_\_\_ E-Mail \_\_\_\_\_

COMPANY/ BOOTH Name: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

Give a brief description here and a detailed description of your entry on the back along with any requests or comments.

The Fall Foliage Festival (FFF) reserves the right to request the removal of any item not listed or those, which may be, found objectionable to community standards or meet FFF Rules. Failure to honor such a request will result in expulsion from the festival, without refund.

The FFF security is for the assurance of public safety and not necessarily for the protection of your entry. The FFF, it's Board of Directors or volunteers assume no liability for your items on display/for sale during the Festival.

RELEASE STATEMENT: I, the undersigned, do hereby agree to all the rules and regulations governing the FFF pertaining to this and all related events. I also understand that the FFF, it's Board of Directors, and/or volunteers will not be held responsible for any damage or loss resulting from my participation in the FFF.

SIGNATURE (required): \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Payment is required with your application. Once you are accepted, NO REFUNDS WILL BE GIVEN FOR ANY REASON. If for any reason your application is not accepted, the chairman will call you and a full refund will be returned to you.

NUMBER OF SPACES: \_\_\_\_\_ X \$ \_\_\_\_\_ = AMOUNT ENCLOSED: \$ \_\_\_\_\_  
 (10'X10") (\$100 or \$125/10 ft.) circle (Check, Money Order, Cash, Credit Card)

Credit card #: \_\_\_\_\_ Exp/date: \_\_\_\_\_ CVC: \_\_\_\_\_

Name on card: \_\_\_\_\_

**BELOW FOR FFF OFFICE USE:**Date of application: \_\_\_\_\_ Accepted by: \_\_\_\_\_ Copy to Event Chairman 

Check, M/O, Cash, Credit Card Payment amount: \$ \_\_\_\_\_ Ck./MO# \_\_\_\_\_



**MORGAN COUNTY FALL FOLIAGE FESTIVAL**  
**PO BOX 1245**  
**MARTINSVILLE, IN 46151**  
**765-342-0332**

Harvest Craft Tent and/or Outdoor Market Fact Sheet

DATES: Thursday, October 10<sup>th</sup> through Sunday, October 13<sup>th</sup>

COST: Tent \$125, Outdoor Market \$100

TIMES: Thurs. & Fri. 5pm - 10PM, Sat. 10AM - 10PM, Sun. 11AM - 5PM.

SETUP: Wednesday, October 9<sup>th</sup> AFTER 6PM (no one will be allowed to set up earlier)  
 You must be set up by Thursday, October 10<sup>th</sup>, at 4PM

BOARD DIRECTORS: Brenda Markitan and Bud Hinchman

Booths **must be manned** at all times during show times or they may not be invited back.

SPACE ASSIGNMENTS: WE DO NOT screen any application for duplications or similar items. Your space assignment will be posted at the information booth (small, orange, enclosed trailer located on South parking lot entrance of the courthouse) after 6 PM on Wednesday, October 9<sup>th</sup>

**No space will be assigned until full payment is received.**

SPACES: All spaces are 10' x 10' and includes electricity. You may purchase as many spaces as you need. Please keep all your items in your assigned space. You will be asked to move anything that is in the isle or in your neighbor's space or outside of your 10'.

ADDITIONAL INFORMATION: NO REFUNDS GIVEN for any reason. No commercial or retail businesses will be allowed in the harvest craft tent. However, we welcome you to be in the outdoor market. You must provide your own tables, chairs, extension cords (**up to 200 ft**) in BOTH tent and outdoor market. ABSOLUTELY NO VEHICLES will be allowed in either area. Please come prepared to transport your merchandise, by hand, up to 2 blocks. You may use dollies, etc. We will have an area for you to unload on Washington St. between Jefferson St. and Main St. You will need to unload your merchandise, move your vehicle, and then, return to set up your booth. Do not block any intersection.

PROHIBITED ITEMS: TRAILERS MAY BE ALLOWED WITH SPECIAL INSTRUCTIONS but may not be wider than 8' (CONTACT EVENT CHAIRMAN PRIOR FOR INFO). No used clothing. No made to order food sales (any food must be prepackaged). No giving out free popcorn or any food or drink samples due to contracts with food vendors. No items considered to be obscene or in bad taste (including ink/dye/smell packs). No games of any kind to be played at booth (due to contractual obligations with the carnival). No knives, lighters, guns, or ammo of any kind may be sold (marshmallow, potato, etc.). You may be asked to remove any item of concern by a board member.

SECURITY: Security patrols the festival grounds Thursday-Saturday night. There will be NO SECURITY on Wed night. Even though there is security, the Fall Foliage Festival is not responsible for items in your booth. Please make sure that all tents, tables, and items for sale are secure.



10. Electrical wattage must be noted on application - 110/220 amps needed.
11. NOTE: Spaces are 8' deep or wide, the length is 25' or less if applicable.  
**IF YOU REQUIRE MORE THAN 25' THERE WILL BE AN ADDITIONAL FEE OF \$100 FOR EACH 5' IF AVAILABLE.**
12. Concessionaires are responsible for trash pick-up in their immediate area.
13. Fire extinguishers are required.
14. At least 1 covered trash containers is required outside each spot.
15. No open flames inside concession wagon/stand. (Note Fire Code Requirements)
16. Picnic tables provided by the Festival are available for seating.
17. Serving must be done within your assigned square footage.
18. Per local Fire Marshall requests, NO sandwich boards or menu boards will be allowed in the public walking area. All menu boards will have to be on or in the wagon.
19. ALL FOOD AND DRINK MUST BE LISTED ON APPLICATION
20. YOU MAY BE ASKED TO DELETE ITEMS.
21. IF YOU'RE A NEW CONCESSIONAIRE TO THE FESTIVAL, PLEASE INCLUDE A PICTURE OF THE CONCESSION WAGON.
22. Camping is available at the Morgan County Fairgrounds. For reservations call: 765-342-9905.

ALL GREASE MUST BE PUT IN A DESIGNATED GREASE DUMPSTER. NO GREASE MAY BE DISCARDED DOWN THE SEWER OR LEFT IN CONTAINERS ALONG THE CURB. ASK FOR LOCATION OF THE GREASE DUMPSTER AT THE INFORMATION BOOTH.

SPECIAL NOTES:

The Indiana State Fire Marshall has mandated that all concessionaires must comply with the Indiana Fire Code. The following are some of the requirements that must be met in order to be a vendor at the Fall Foliage Festival.

1. All empty slots in breaker panel must be properly filled.
2. A C-rated dry chemical extinguisher must be provided where deep-fat fryers are used. Said extinguisher must be in proper working order, and meet all requirements.
3. All LP-gas and CO2 drink-dispensing cylinders must be located outside of your structure, with the safety valves pointing away from the structure, and in proper working order.
4. All temporary membrane structures, tents or canopies must be properly labeled with the size and fabric or material type.
5. Hood protection must be used over open flame or other devices emitting flame, fire or heat, or any flammable or combustible liquids, gas or cooking devices.