



# 66<sup>th</sup> ANNUAL ROANOKE FALL FESTIVAL

September 6<sup>th</sup> – 7<sup>th</sup>, 2019



## **2019 Vendor Application and Vendor Rules & Regulations**

**Application Deadline:** Application Deadline is August 31, 2019.

**Fees:** The fee for a 12 x 12 single space is \$50.00 and a 12 x 24 double space is \$100.00 for profit vendors. Non-Profit Organizations will receive their space for \$25.00. Space reservations are for two days (Friday – Saturday). We prefer that there be no one-day admissions, but other arrangements may be made (space permitted) at the discretion of the Craft Vendor Chairperson, Natalie Warner.

**Space Assignments:** All spaces are located in the Roanoke Park & surrounding area as permitted by the Town of Roanoke. While the Festival Committee makes every effort to ensure space assignments, space assignments cannot be guaranteed. The Roanoke Fall Festival Committee reserves the right to modify space assignments as may be required.

**Setup & Tear Down:** All spaces are vehicle accessible for setup which you may begin after 10am on Friday, September 6, 2019. Vendors are responsible for their own tents, tables, electrical cords and displays. Please do not leave behind any garbage or refuse at your booth. At the end of each day please bring any garbage to the Festival trash receptacles located throughout the park. Please inform the Craft Vendor Chairperson if you plan to close your booth before the end of the Festival each day so that we are able to group the vendors using electricity/staying open after dark into one area.

**Vendor Parking:** The Fall Festival Committee will do our best to accommodate our vendors so that you are able to park as close to your booth as possible. At this time, we do not have a designated parking space specifically for vendors although many street spots exist near the Craft area.

***No craft vendor vehicles or trailers will be permitted to park anywhere within the Roanoke Park Craft area...there will be no exceptions.***

**Waiting List:** Eligible applicants who do not receive a space assignment will be asked to join our waiting list. Should additional space become available, a vendor must be on our waiting list to be eligible for a space.

**Products & Services:** In our effort to fill booth spaces this year, we are not limiting vendors based on the product or service they offer. Once the application deadline has passed, the Craft Chairperson will map out the space assignments. The spaces will be assigned according to the information provided on the vendor application and effort will be made to keep distance between vendors with similar products. In the future, we will accept vendors on a first come, first serve basis, to eliminate competition between vendors offering similar products/services.

***THERE ARE NO RAIN DATES OR REFUNDS DUE TO INCLEMENT WEATHER.***



# 2019 Roanoke Fall Festival Craft Vendor Application

***Please complete this entire form and mail along with your Check or Money Order to:***

**Roanoke Fall Festival Craft Vendor  
Chairman c/o Natalie Warner  
P.O BOX 86  
Roanoke, IN 46783**

**Make Checks Payable to: Roanoke Fall Festival Committee**

**\*\*\* Application Deadline: August 31, 2019 \*\*\***

**Please Reserve for (2) days:**

**12 x 12 Single Space –**      or      **– 12 x 24 Double Space**  
☐ **Single Space - \$50.00**                      ☐ **Double Space - \$100.00**

☐ **Non-Profit Organization - \$25.00****Festival Date/Time:**

**Friday, September 6, 2019** **\* 5pm – 9pm \***

**Saturday, September 7, 2019**      **\*10am – 9pm\***

**Set-up Dates/Times:**

**Friday, September 6, 2019** *\* 10am – 4pm \**

**Saturday, September 7, 2019**      **\*8:45am – 9:30am\***

- ❖ *The Roanoke Fall Festival Committee reserves the right to change space assignments as necessary.*
- ❖ *The Roanoke Fall Festival Committee reserves the right to reject any application.*

***NO REFUNDS WILL BE ISSUED!***



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**Please list the items you plan to sell or your organization's mission**  
**(Please be Specific):**

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**Contact Information: (Please print clearly)**

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

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Facebook and/or Website: \_\_\_\_\_

*(If you would like for us to include in our postings):*

**Enclosed is a check or money order in the amount of:** \_\_\_\_\_

**I have read and agree to the Rules & Regulations governing the Roanoke Fall Festival.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

If you should have any questions, please feel free to contact Natalie Warner at  
rollingpinbakehouse@gmail.com or 260-573-7866.

\*\*\*\*\* Returned checks will negate the above registration. \*\*\*\*\*  
\*\*\*\*\* All returned checks will be assessed a service charge of \$25.00 \*\*\*\*\*