A drawing of a person

Description automatically generated **Celebrate Sadieville**

September 17, 2022

Dear Potential Vendor,

We appreciate your interest in participating in the Celebrate Sadieville festival located in Historic Downtown Sadieville, Kentucky. This year’s Festival will be held **September 17, 2022.** Vendorsare invited to join us in a festive day of live music, activities, food, community, and other family fun.

Booth spaces will once again be offered on both sides of Main Street from Pike Street to Sadieville Christian Church. Please be aware that this is located next to the railroad tracks. **New and returning vendors must submit their applications and full payment no later than September 9, 2022.** Once your application has been approved, you will receive a letter with space(s) assignment, map and receipt. Those not accepted will be notified in writing and will receive a complete refund. Please be aware that space assignments are subject to change at the sole discretion of the Sadieville Event Committee.

We appreciate your continued support and hope the Celebrate Sadieville festival is the best one yet. If you have any questions, please call the Sadieville City Hall at 502-857-4576. Questions can also be emailed to [cityhall@sadieville.gov](mailto:cityhall@sadieville.gov).

Sincerely,

City of Sadieville Event Committee

Email: [cityhall@sadievilleky.gov](mailto:cityhall@sadievilleky.gov) Mail: PO Box 129, Sadieville KY 40370

**Important Dates to Remember:**

Saturday, Sept 17: Check in/set-up: 6:30am – 8:00am

Festival hours: 9:00am – 7:00pm

Clean up/check out: 7:00pm – 8:00pm

**Celebrate Sadieville Vendor General Information**

1. All vendors need to be IN PLACE BY 8:00AM on Saturday, September 17 or risk forfeiture of your space. You may park by your booth to unload then move your vehicle to the designated vendor parking. There will be no available set up the night before.
2. NO LATE OPENINGS, NO EARLY CLOSINGS, NO EARLY BREAKDOWN.
3. For safety reasons, no motorized vehicles will be allowed on Main Street during festival hours.
4. Minimum security will be provided. Neither the organizers nor the City of Sadieville are responsible for any loss or damage incurred to the vendor’s property.
5. Vendors must have at least one adult person working the booth at all times.
6. Any vendor having pets in the booth area must have the animal on a leash, in a kennel and under control always. Any injuries caused by vendor pets will be the responsibility of vendor. You must clean up after pet.
7. The festival remains open rain or shine. Be prepared for inclement weather with appropriate protections. Booth space consists of space only. Vendors are responsible for providing tables, chairs and/or shelter. Adequate weights and tie downs need to used on tents to prevent damage or unsafe conditions in the case of wind. No drilling or defacing streets or sidewalks.
8. Vendors are expected to keep the booth area clean and clean your area in and around after breakdown.
9. General clutter must be concealed from view of the patrons.
10. The festival committee is responsible for space assignments. Vendors must set up in their assigned location. We reserve the right to limit the number of booths selling comparable products.
11. The festival committee reserves the right to limit the selling of certain items; goods purchased for resale, direct sales, gambling, pornography, knock off designer items, firearms, animals, canned soda and/or bottled water, alcohol related items and tobacco products. Any item that could be considered a nuisance or is against city ordinance cannot be sold without prior approval. These include items such as fireworks, stink bombs, noisy items.
12. Devices that produce sound must be used in a manner that does not offend other vendors and patrons. If the vendor needs to use a generator, it must be a quiet generator (whisperwatt).
13. The festival committee will check all booths for adherence to policies.
14. There will be no refunds once your application has been approved.
15. Booth spaces with electric are only for those vendors who require it for the sale of your product. These are not available to only run fans for cooling purposes.
16. On arrival please check in at the registration booth.

**CELEBRATE SADIEVILLE**

**VENDOR APPLICATION**

Group/Business Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Person Responsible: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State: \_\_\_\_\_\_\_\_\_\_\_\_\_ Zip:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emergency Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TYPE OF ITEMS TO BE SOLD (CHECK ALL THAT APPLY)

Arts & Crafts \_\_\_\_\_ Baked Goods \_\_\_\_ Produce \_\_\_\_

Educational \_\_\_\_ Rides/Games \_\_\_\_ Health \_\_\_\_

Commercial \_\_\_\_ Informational \_\_\_\_ Other \_\_\_\_

DESCRIBE ITEMS TO BE SOLD:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Reservation Type** | **QTY** |  | **Booth Price** |  | **Total** |
| Standard 12x12 |  | X | $20 | = |  |
| Electric 12x12 |  | X | $30 | = |  |

**Booth Fee:** Make check payable to City of Sadieville

Return application with booth fee to:

City of Sadieville, PO Box 129, Sadieville KY 40370

\_\_\_\_\_\_ (Initial) I acknowledge I have read the General Information above and will abide by them.

SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Office use only:

|  |  |  |
| --- | --- | --- |
| **Payment Received** | **Booth** | **Electric** |
| Yes \_\_\_\_\_\_\_\_ |  | Yes\_\_\_\_\_\_\_\_\_ No\_\_\_\_\_\_\_\_ |