



2024 Marion County Country Ham Days Arts & Crafts and Commercial Vendor Application

Show Dates:

Saturday, September 28, 2024 9am - 8pm

Sunday, September 29, 2024 9am - 4pm

Application Deadline: May 31, 2024

Arts & Crafts:

*This booth must display and sell only Handmade/Handcrafted arts and crafts items. Absolutely NO flea market items or items purchased via online/catalogs/websites/wholesale are permitted to be sold at this booth.

Commercial:

*This booth offers space for retailers of various commercial products and services (including those who have storefronts, online businesses, pallet sales, etc) to sell their products and services.

Steps Required to Submit a Valid Entry Application:

1. Complete the application below.
2. Submit 2-5 images of recent work.
3. Images must be clear, hi-res digital. (no slides, websites or PowerPoint)
4. The application must be received by the Marion County Chamber of Commerce no later than May 31, 2024.

Email Photos to info@marioncountychamber.com

Questions: email or call 270-692-9594



2024 Marion County Country Ham Days
Arts & Crafts and Commercial
Vendor Application

Marion County Chamber members receive a \$25 discount on one booth.

Name: _____

Business: _____

Email: _____

Website or Facebook page _____

Address: _____

City/State: _____ State: _____ Zip: _____

Daytime Phone: _____

Please list all the items that will be included in your exhibit:

Number of **Arts & Crafts** booths needed at \$75 each: _____ (Booths are 10'x12')

\$125.00 between June 1 and 30, 2024

\$175.00 between July 1 and 31, 2024

Number of **Commercial** booths needed at \$125 each: _____ (Booths are 12'x15')

\$200.00 between June 1 and 30, 2024

\$250.00 between July 1 and 31, 2024

APPLICATIONS ACCEPTED AFTER AUGUST 15, 2024 ONLY IF SPACE IS AVAILABLE.

Electricity: ___ No ___ Yes Needed: 20amp ___ 30amp ___ 50amp ___

(\$25 fee applies. A limited number of spots with electricity are available. Please specify what will be connected to the electrical hook-ups and send picture of outlet to info@marioncountychamber.com. See page 5 for references)

By submitting this application, you acknowledge you understand the guidelines for exhibiting and agree all work displayed meets the outlined criteria. The Marion County Chamber is released from all responsibility from damage, theft or loss incurred while participating in the fair.

Signature: _____ Date: _____

Submit completed form to:
Marion County Chamber of Commerce
239 North Spalding Avenue, Suite 201
Lebanon, KY 40033
Email: info@marioncountychamber.com

HAM DAYS RULES & REGULATIONS

Festival Overview:

The Annual Marion County Country Ham Days Festival, sponsored by the Marion County Chamber of Commerce, is a family-friendly event offering a variety of entertainment for all ages. 2024 Festival hours for vendors are 9am to 8pm Saturday, September 28th, and 9am to 4pm Sunday, September 29th, 2024.

Vendor Application Information:

- Vendor may not produce anything with the Ham Days Name and/or Logo.
- Under no circumstances may vendor sell, share, or give assigned booth space to another exhibitor.
- Vendors are *not guaranteed* the same booth space as previous years. If vendor would like to request a specific location, please make a note on the application and we will make every effort to be accommodating.
- Vendor must keep booth within the confines of the space purchased. This includes tie-downs, vendor displays and signage, etc.
- Vendor will be invoiced for the booth space with payment due on receipt. Spaces **MUST BE PAID FOR COMPLETELY** by August 15th to reserve booth spot. If payment is not received, vendor will forfeit reserved booth space and only be placed at an open booth space upon receipt full payment.
- Vendor chair contact information and festival map will be e-mailed or mailed prior to the event. A packet will be given to each vendor during check-in at the festival.

Booth Space Information:

- Vendor must provide their own tent, as well as their own tables, chairs, display screens, etc., and all must be contained within the assigned booth space.
- All tents must have weighted tie-downs to prevent tents from blowing over and injuring vendors and guests. No stakes are allowed in the ground or street.
- Booth must be manned the entire duration of the festival: 9am to 8pm Saturday and 9am to 4pm Sunday. Vendor is responsible for keeping booth area clean and orderly.
- Booths must be completely set up, with all vehicles removed from the streets, by 9am both days.
- No booths may be removed before 4pm on Sunday. All booths must be completely removed Sunday evening at 5:30pm.

Electricity:

If power is needed, vendor will be required to supply own extension cords (We recommend to have at least 100 ft). All cords are to be in good working condition - no frayed wires, no cuts in cord, no damaged cord. All receptacle ends must be in good working condition - no frayed wires, no cut back cable showing. All receptacles to have cable securely held by cable restraint to assure cable is secure in receptacle or box. All supplies needed to run a generator, should electrical issues occur, are to be supplied at vendor's expense. Plugs will be 5-20R, L14-30R and L14-50R receptacles and vendor plugs **MUST** work with those (*see page 5 exhibit for reference*). Vendor does not exceed the rating of power cord or power source requirements. No Lebanon city property will be altered to accommodate vendor electrical needs. Please submit a photo of cable with application.

Security:

The festival is not responsible for any damage, theft, fire, loss or injury of any nature to the exhibitor, employees, goods, property, or any loss to third parties due to exhibitors' acts of omissions, or any force of nature. While security officers will be roaming the premises overnight, it is suggested that all valuables be removed.

Cancellations:

Cancellations must be made prior to September 1, 2024, at which time a 95% refund of booth fees only will be given. After that date, if festival is sold out and we are able to fill the space, consideration will be made regarding a refund.

Refunds:

Refund requests must be in written form prior to September 1st for reimbursement. Refunds will be reimbursed at 95% of all fees collected. Cancellations after September 1st will receive a refund only if the reserved booth is

rented to another vendor.

Absolutely NO:

Food, prepared or unprepared; drinks or ice, raffles, chances, games of skill or chance, used clothing, sexually explicit materials, fireworks, firecrackers, explosives, numb chucks, butterfly knives, stink bombs, silly string, fart spray, colored hairspray and absolutely no non-powder guns, including BB, airsoft and pellet. Dangerous items or items of an offensive nature will NOT be permitted. NO GUNS THAT IMITATE REAL WEAPONS OR FAKE WEAPONS WILL BE ALLOWED. ANY VIOLATION WILL RESULT IN LOSS OF BOOTH PRIVILEGES AND REMOVAL FROM THE MARKET PLACE.

Application Deadline:

Application must be received by May 31st. Any application received after June 1st are subject to the higher fees listed. Any application received after the above deadline will be assigned on a first come basis. There will not be any switching of booths once your booth has been assigned! IF YOU SHOW UP FRIDAY, SEPTEMBER 27th OR SATURDAY, SEPTEMBER 28th (and have not registered), YOUR BOOTH FEE WILL BE \$300 AND YOU WILL BE PLACED IN THE BEST AVAILABLE LOCATION. NO EXCEPTIONS!

Reservations:

The Ham Days Committee reserve the right to reject any vendor they feel is inappropriate for that area. Any such vendor will be required to leave, and no refund will be given.

Animals:

In agreement with the Humane Society, there will be no selling or giving away live animals.

Pets:

With the exception of Service Dogs (dogs working for the blind or police), NO PETS WILL BE ALLOWED LEASHED, CAGED OR OTHERWISE!

Rented Area:

All vehicles and tables MUST be inside vendor designated rental space ONLY.

Set-Up:

Chairpersons will welcome vendors on Friday, September 27th from 5pm to 8pm and Saturday, September 28th from 6am to 7:30am (eastern). Vendor must check-in with the chairpersons before entering the area. All vendors must be set-up by 9am on both Saturday & Sunday.

Sales Tax:

Each vendor is responsible for his/her own Kentucky Sales Tax.

Parking:

Please observe "No Parking" signs on public thoroughfares. Violators will be towed.

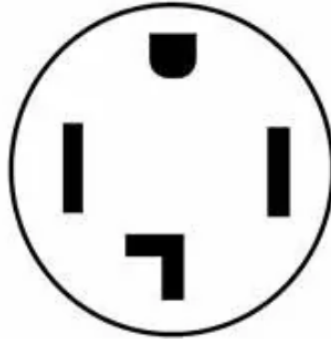
ELECTRICITY EXHIBIT

**PLUG FOR
20AMP**



5-20R

**PLUG FOR
30AMP**



NEMA 14-30

**PLUG FOR
50AMP**



NEMA 14-50