



2024 Non-Profit & Business Organizations Application

\$50.00 (per booth) for all non-profit organizations

BOOTH SPACE INFORMATION:

- Each booth space is 12' wide and 10' deep.
- Vendors 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 4 pm, Sunday. Vendor is responsible for keeping 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 Sunday. All booths must be completely removed Sunday evening following the festival after 4pm.

SECURITY: The festival is not responsible for any damage, theft, fire, loss, or injury of any nature to the vendor, employees, goods, property, or any loss to third parties due to vendor's 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.

ELECTRICITY: If power is needed, vendor will be required to supply own extension cords (*recommended having 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 4 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.

ABSOLUTELY NO: food, prepared or unprepared; used clothing, sexually explicit materials, fireworks, firecrackers, explosives, num chucks, butterfly knives, stink bombs, silly string, fart spray, colored hairspray and 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. NO ITEMS CAN BE SOLD WITH THE HAM DAYS NAME OR LOGO. ANY VIOLATION WILL RESULT IN LOSS OF BOOTH PRIVILEGES AND REMOVAL FROM NON-PROFIT AREA.**

GIVEAWAYS / RAFFLES: Weapons or other items to be raffled or given away must be approved by the Chamber of Commerce.

APPLICATION DEADLINE: Application must be received by Friday, August 16, 2024. 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 \$200 AND YOU WILL BE PLACED IN THE FIRST AVAILABLE BOOTH SPACE. NO EXCEPTIONS!**

CANCELLATIONS/REFUNDS: Cancellations and 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.

RESERVATIONS: Non-Profit Chairperson and 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 PER CITY OF LEBANON ORDINANCE!

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 (eastern). Vendor must check-in with the chairpersons before entering the Non-Profit and Business Organizations Area. All vendors must be set-up by 9am both Saturday & Sunday.

BREAKDOWN: All vendors must close by dusk on Saturday and 4pm on Sunday.

PARKING: PLEASE OBSERVE "NO PARKING" SIGNS ON PUBLIC THOROUGHFARES. VIOLATORS WILL BE TOWED.

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



2024 Marion County Country Ham Days Non-Profit & Business Organization Application

Organization _____

Contact Person _____

Address _____

City _____ State _____ Zip _____ Contact # _____

Email _____

Number of Spaces _____ (\$50 per 12' x 10' space)

Chamber members receive a \$25 discount on one booth. Additional booths at regular price

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.)

Total Amount Due \$ _____

Describe Items To Be Distributed (Please be specific):

Payment information: Check Amount _____ Check #: _____

Visa _____ Master Card _____ Discover _____ Other _____ Credit Card # _____

Exp. Date _____ Security Code _____ Zip Code of Card Holder _____

SIGNATURE (required): _____ Date: _____

I HAVE READ AND FULLY UNDERSTAND ALL RULES PERTAINING TO THE MARION COUNTY COUNTRY HAM DAYS NON-PROFIT AREA AND AGREE TO ABIDE BY THESE RULES.

Signature: _____ Date: _____

Return Application and Required Fee by August 16 to:
Marion County Chamber of Commerce
239 N. Spalding Avenue
Suite 201
Lebanon, KY 40033

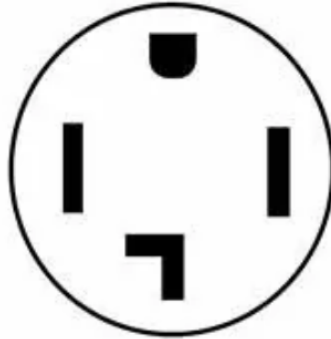
ELECTRICITY EXHIBIT

**PLUG FOR
20AMP**



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**PLUG FOR
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