

Homeplace on Green River - Fall Heritage Festival 2024 - September 7th

Craft Vendor Application

Registrations received with payment by Friday, August 23rd may be promoted in advance of the event on our website and social media platforms. Only complete pages 1 and 2.

Business name:

Owner Name (you):

Email:

Phone:

Address:

Description of what you sell *Please describe what you are selling in one or two sentences. Ex: hand-turned wooden bowls and pens. Please note: We may use this description on our website and social media to promote our vendors.*

Do you have a website or social media page you would like us to promote? (please write out the web address)

Please check your preference for a vending location.

***There is an aerial map/diagram of our space on the website under the vendor page for your reference.**

Note: We can not guarantee you will be placed in your preferred space as spaces are limited and first come first serve, however, we will try to accommodate your needs to the best of our ability.

- Covered space
 - Tobacco Barn (\$75)
 - Feedlot - (\$50) note, the feedlot is set on a poured concrete base that has a slight slope
 - Other - lawn spaces must be cleared with the director before registration is submitted. Contact Lyn director@homeplacefarmky.org or call 270.789.0006

How many spaces?

- I just need 1 space
- I would like 2 spaces
- I need a different space arrangement:
If you selected the last option, please explain:

If possible, would you like access to an electric hook-up?

- Yes, please!
- No, I don't need electricity.

Would you like to support Homeplace with the donation of an item or items to be placed in the raffle? (Maximum value of \$25 suggested)

- Yes! Description of Donation _____
- No _____

Please Acknowledge via signature and date that you have **read and understand all Homeplace Festival Policies** (attached to this form, and on the website on the vendor page), and will follow all guidelines set forth therein and that you understand that your application to participate in Hall Heritage Festival is subject to the review and approval of the staff and board of Homeplace on Green River and you are not guaranteed a vending or demonstration space.

Your signature:

Date:

Please attach your business license if applicable and a check for the vendor fee. Checks should be made out to Homeplace on Green River and can be mailed to

**Homeplace On Green River
P.O. Box 4212
Campbellsville, Ky 42719**

**Or you can hand deliver your application
to the office in the metal building at HGR
5807 Columbia Road,
Campbellsville, Ky 42718**

Guidelines, and Policies for Vendors for Fall Heritage Festival

Time (EST) Saturday, September 7th - 9:00am to 4:00 pm

- The Festival will be held rain or shine. Vendor fees are not refunded unless the festival is canceled.
- **Set up**
 - Please note: Staff may or may not be present at set-up times but vendor spaces will be labeled and vendors will be sent a placement chart in advance of the event.
 - Set up can begin at 2:00 pm on Friday, September 6th
 - Spaces will be marked in advance.
 - All vendors must set up in their designated space.
 - Each vendor will have a pre-designated approximately 12x12 foot vending space marked in advance with a name card for the vendor.
 - Parking is free for all vendors.
 - After unloading near their vending area, vendors and demonstrators will have assigned parking areas as close to their vending area as is practical.
 - There is no formal security overnight. However, the grounds are under 24 hour video surveillance and we invite vendors to camp in tents or small RV's "boondock style" in the parking area. We will also ask our local law enforcement to drive through a few times during the night. That said, we are not responsible for lost or stolen merchandise or other belongings. We ask that our vendors keep careful inventory, and secure any items being left overnight to the best of their ability.
 - Staff will arrive at approximately 8:00am on Saturday
 - The Festival opens at 9:00 am - vendors must be set up and ready then.
 - Festival closes at 4:00pm - vendors must remove all their items and leave a clean space
- There will be no refund of fees due to bad weather or cancellations by the vendor, but you may deduct your fee as a donation to Homeplace, a 501(c)(3) organization.
- **Booths for nonprofits are half-price (Tobacco Barn spaces are not available for demonstrators or non-profits)**
- Spaces are first come, first serve.
- Vendors preferring lawn spaces may bring their own tents after they have been approved by the director.
- Homeplace does not provide tables or chairs to vendors
- Vendors must set up before the festival starts and remain until closing time.

Fees

- **Raffle:**
 - Our festivals are fundraisers for our organization. We humbly, and respectfully ask our vendors to consider making a donation of a product or collection of products equaling a maximum value of \$25 to be entered into a raffle to support Homeplace on Green River. Items will be displayed in the metal building near Homeplace merchandise and can be bid on over the event. If making a donation, please bring your item to the metal building at least 30 minutes before the festival opens that day.
 - There is no fee for demonstrators, but we do prefer a completed registration form and would be honored to receive a donation item for our auction.
- **Sales restrictions:**
 - **Original/handmade or homegrown items only (no resale items)**
 - The sale of food or water is restricted to food vendors (candy, jams, and jelly or other take-home edible items are OK)
 - Live plants may be sold if nicely potted and identified with growing instructions.
- Vendor registrations and payments can be submitted online payment with a small processing fee, or applications can be mailed with a check made to Homeplace on Green River. If you need to make other arrangements please contact director@homeplacefarmky.org or call 270.789.0006