



# KENTUCKY MOUNTAIN LAUREL FESTIVAL

P.O. Box 151  208 Virginia Avenue (Asher Building)  Pineville, KY 40977

Phone: (606) 337-6103  [mntlaurelville@att.net](mailto:mntlaurelville@att.net)

## CONCESSIONS VENDOR REGISTRATION

Complete this form and return with the required fee. **DO NOT SEND FORM WITHOUT PAYMENT OR YOUR APPLICATION WILL NOT BE ACCEPTED.** Fees must be paid by check or money order, made payable to KMLF. This fee covers the duration of your stay as a concessions vendor. Please contact the KMLF office for further information. **NO REFUNDS AFTER ACCEPTANCE AS A KMLF VENDOR. Mail Form & Payment by MAY 1, 2018.**

\*\*\*\*\*

NAME OF BOOTH/ORGANIZATION:

\_\_\_\_\_

OWNERS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

CELL #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

\*\*\*\*\*

All spaces assigned on the pavement on Pine Street. Please come prepared with proper equipment to situate booth. Check-in time is after 5:00 p.m. on Wednesday of festival week or between 8:00-10:00 AM on Thursday. All food vendors must check-in at the Gazebo on the courthouse lawn. Limited electrical hook-ups available; electric fee must be paid with registration. Fees are as follows:

**\$150.00 per initial 10' x 10' space, then \$100.00 per additional 10'x10' space**  
(\$120.00 per 10' x 10' space for non-profit organizations)  
**Electrical fees are \$20.00 for 110 Volt; \$40.00 for 220 Volt**

# \_\_\_\_\_ spaces x \$ \_\_\_\_\_ fee per space + \$ \_\_\_\_\_ electric = \_\_\_\_\_ TOTAL

(Exact Amps Required) \_\_\_\_\_ TENT \_\_\_\_\_ TRAILER \_\_\_\_\_

\*\*\*\*\*

Any application without a COMPLETE description of booth contents will be returned. Please list below a complete list of items to be sold:



\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

VENDOR'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

### FOR OFFICE USE ONLY:

Amt. Rec: \_\_\_\_\_ # of Spaces \_\_\_\_\_ Profit \_\_\_\_\_ Non-Profit \_\_\_\_\_ Electric \_\_\_\_\_ Date Received \_\_\_\_/\_\_\_\_/\_\_\_\_

# KENTUCKY MOUNTAIN LAUREL FESTIVAL

P.O. Box 151  208 Virginia Avenue (Asher Building)  Pineville, KY 40977

Phone: (606) 337-6103  [mntlaurelville@att.net](mailto:mntlaurelville@att.net)

Dear Concessions Vendor:

The 88<sup>th</sup> Annual Kentucky Mountain Laurel Festival will be held May 24-27, 2018 in Pineville, Kentucky. We are excited about your consideration to participate in this joyful event.

**Please remember that all vendors, profit or non-profit, must have a Kentucky Sales Tax Permit to be produced upon arrival.** A food permit must be acquired from the Bell County Health Department and in order to do so, you must meet health department requirements. A temporary permit and information can be obtained by contacting the health department at (606)337-7046.

Food vendor booths are set in spaces assigned and reserved by the KMLF on Pine Street. No stock trailers, campers, or vehicles are allowed on the courthouse lawn. Please note that there is little shade and no weather protection. Festival colors are pink and green and we encourage you to emphasize these colors. All spaces are 10' x 10' (a "funeral" tent would require two spaces).

When you arrive, please check in at the information booth/gazebo on the Court House Square. Check-in and setup times are after 5:00 pm Wednesday evening or between 8:00-10:00 am Thursday morning. All booths are expected to remain operational **from 10:00am to 10:00pm Thursday and Friday** and by **8:30 am to 6:00 pm Saturday**.

If you will be lodging outside of Pineville, then you will need to return to your booth **by 8:00 am on Saturday because the town entrances will be blocked off for the 5K Fun Run and the Gala Parade**. We ask that booths remain up and operational through 6:00pm Saturday evening. There will be a street dance on Saturday night from 9:00pm until midnight, so you may choose to stay later.

*As a disclaimer, please note that the KMLF or any of its staff will not be responsible for damaged, lost, or stolen articles or any injuries that may occur.*

Please complete the attached form and return no later than May 1, 2018. Should your application not be accepted, you will be notified via your preferred method of contact as soon as possible.

Throughout your participation with the festival, appropriate KMLF staff will be available to assist you with any related needs. If you have any questions or concerns, please do not hesitate to contact the KMLF office. We look forward to hosting you at the 2018 Kentucky Mountain Laurel Festival.

Sincerely,

Tammy Jones  
KMLF Arts & Crafts /Concessions Committee

## **FOR OFFICE USE ONLY:**

Amt. Rec:	# of Spaces	Profit	Non-Profit	Electric	Date Received	/	/	/
-----------	-------------	--------	------------	----------	---------------	---	---	---